
RULE OF THE CHAMBER

Any person wishing to address City Council shall step up to the lectern, state their name and address in an audible tone of voice for the record, and unless further time is granted by the presiding officer, shall limit their address to three (3) minutes.

A person may not give up or relinquish all or a portion of their time to the person having the floor or another person in order to extend a person's time limit in addressing the Council.

Any person who does not wish to address Council from the lectern, may print their name, address and comment/question which he/she would like brought before Council on a card provided by the Clerk/Treasurer and return the card to the Clerk/Treasurer before the meeting begins. The Clerk/Treasurer will address the presiding officer at the start of Citizen Comments on the Agenda, notifying him of the card comment, and read the card into the record for response.

Those who want to use audio and image recording equipment in Council Chambers that requires a monopod, tripod or other auxiliary equipment for the audio and image devices shall notify the City Clerk before the meeting begins. Arrangements will be made to accommodate the request in a manner that minimizes the possibility of disrupting the meeting. No additional illuminating lights may be used in Council Chambers unless a majority of City Council members consent. Additionally, cell phones and pagers should be set to vibrate or silent mode when inside Council Chambers.

Should any person fail or refuse to comply with any Rules of the Chamber, after being informed of such noncompliance by the presiding officer, such a person may be deemed by the presiding officer to have committed a breach of the peace by disrupting the public meeting, and the presiding officer may then order such person excluded from the public meeting under Section 3 (6) of Open Meetings Act, Act 267 of 1976.

You will notice a numbering system under each heading. There is significance to these numbers. Each agenda item is numbered consecutively beginning in January and continues through December of each calendar year.

The City of Monroe will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting/hearing upon one week's notice to the City Clerk/Treasurer. Individuals with disabilities requiring auxiliary aids or services should contact the City of Monroe by writing or calling: City of Monroe, City Clerk/Treasurer, 120 E. First St., Monroe, MI 48161, (734) 384-9136. The City of Monroe website address is www.monroemi.gov.

**AGENDA - CITY COUNCIL REGULAR MEETING
TUESDAY, FEBRUARY 17, 2015**

I. CALL TO ORDER.

II. ROLL CALL.

III. INVOCATION/PLEDGE OF ALLEGIANCE.

St. Mike's Troop 547.

IV. CITIZEN COMMENTS – NOT RELATED TO AN AGENDA ITEM.

V. PUBLIC HEARING.

21. Public Hearing to receive and review comments on proposed Ordinance No. 15-002, an ordinance to add Chapter 448, Neighborhood Enterprise Zone to the Code of the City of Monroe.

32. Public Hearing to receive and review comments on the Capital Improvements Program Budget for Fiscal Years 2015-2021.

VI. COUNCIL ACTION.

21. Proposed Ordinance No. 15-002, an ordinance to add Chapter 448, Neighborhood Enterprise Zone to the Code of the City of Monroe up for its final reading.

27. This item was postponed at the February 2 Council Meeting.

The communication from the City Manager's Office, submitting a request from the Monroe County Convention & Tourism Bureau to reserve dates in 2015 for upcoming Events / Festivals, and recommending that Council approve only the dates of the events with full approvals of the events, be subject to policy, timely submission of event planning details, staff reviews, street closure action by Council and approvals of city financial and logistical support. It was moved by Council Member Rafko and seconded by Council Member Iacoangeli that the item be postponed until the next meeting because there is a conflict with one of the events which involves another event at the same time and it needs to be addressed.

32. Proposed Capital Improvements Program Budget – Fiscal Years 2015-2021.

1. Communication from the Director of Economic & Community Development, submitting the Proposed Capital Improvements Program Budget for Fiscal Years 2015-2021, and recommending that Council adopt the proposed Capital Improvements Program Budget for Fiscal Years 2015-2021; after consideration of the Citizens Planning Commission recommendation and any comments received at the public hearing.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

VII. CONSENT AGENDA. (All items listed under the Consent Agenda are considered to be routine by Mayor and Council and will be approved by one motion, unless a Council member or citizen requests that an item be removed and acted on as a separate agenda item.)

A. Approval of the Minutes of the Regular Meeting held on Monday, February 2, 2015 and the Minutes of the Special Meeting held on Monday, February 2, 2015.

B. Approval of payments to vendors in the amount of \$_____.

Action: Bills be allowed and warrants drawn on the various accounts for their payment.

33. River Raisin Jazz Festival – Banner Request.

1. Communication from the City Manager's Office, reporting back on a request from the Monroe County Convention & Tourism Bureau for permission to display three banners across East Front Street, West First Street and Monroe Street from July 27 – August 10, 2015, announcing the 14th annual River Raisin Jazz Festival on August 6 – 9, 2015, and recommending that the request be approved.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

34. River Raisin Labor Day Barbeque Festival – Banner Request.

1. Communication from the City Manager's Office, reporting back on a request from the Monroe County Convention & Tourism Bureau for permission to display three banners across East Front Street, West First Street and Monroe Street from August 24 – September 7, 2015, announcing the 9th annual Labor Day Barbeque Festival on September 5, 2015, and recommending that the request be approved.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

35. Custer Week – Banner Request.

1. Communication from the City Manager's Office, reporting back on a request from the Monroe County Convention & Tourism Bureau for permission to display three banners across East Front Street, West First Street and Monroe Street from September 28 – October 12, 2015, announcing the 16th annual Custer Week on October 5 – 11, 2015, and recommending that the request be approved.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

36. River Raisin Halloween Festival – Banner Request.

1. Communication from the City Manager's Office, reporting back on a request from the Monroe County Convention & Tourism Bureau for permission to display three banners across East Front Street, West First Street and Monroe Street from October 12 – 26, 2015, announcing the 12th annual River Raisin Halloween Festival on October 24, 2015, and recommending that the request be approved.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

37. 14th Annual Jazz Festival.

1. Communication from the City Manager's Office, reporting back on a request from the Monroe County Convention & Tourism Bureau for permission to hold the annual River Raisin Jazz Festival at St. Mary's Park on August 6 – 9, 2015, to close Elm Avenue from Borgess Avenue to North Monroe Street, and recommending that Council approve the request contingent upon passage of the 2015 budget and inclusion of the funding for the event, items being met as outlined by the administration, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

VIII. COUNCIL COMMENTS.

IX. MAYOR COMMUNICATION.

X. CLERK-TREASURER COMMENTS.

XI. CITY MANAGER COMMENTS.

XII. CITIZEN COMMENTS.

XIII. CLOSED EXECUTIVE SESSION TO DISCUSS ATTORNEY'S OPINION.

XIV. ADJOURNMENT.

CITY OF MONROE
REGULAR COUNCIL MEETING
MONDAY, FEBRUARY 2, 2015

Regular meeting of the City Council of the City of Monroe, Michigan held on Monday, February 2, 2015 at 7:30 p.m. in the City Hall Council Chambers.

Present: Council Member Iacoangeli, Vining, Molenda, Rafko, Sisk, Hensley and Mayor Clark.

Michelle J. LaVoy, City Clerk-Treasurer gave the invocation.

Mayor Clark led the pledge of allegiance to the flag.

Presentation.

Presentation by Scott Cieniawski, USEPA – PCB Contamination Remediation in the River Raisin.

Presentation by Barry LaRoy, Director of Water & Wastewater Utilities, City of Monroe - Flowering Rush Eradication Efforts.

Presentation by Patrick Lewis, Director of Engineering & Public Services – Roessler Street Bridge Modifications.

It was moved by Council Member Iacoangeli and seconded by Council Member Sisk that the Director of Engineering & Public Services provide a proposal to Council that will amend the design to enlarge the pedestrian walkway on the Roessler Street Bridge.

Following discussion, a vote was taken on the motion.

Ayes: 6 Nays: 1 (Council Member Molenda)

Motion carried.

Communications.

20. Communication from Thomas D, Ready, City Attorney, rendering an opinion concerning Council procedure as it pertains to placement of the citizen comments item on the agenda.

It was moved by Council Member Iacoangeli and seconded by Council Member Rafko that the regular Council Agenda include, after the Invocation/Pledge of Allegiance, an item labeled "Citizen Comments - Not Related to an Agenda Item".

Following discussion, a vote was taken on the motion.

Ayes: 7 Nays: 0

Motion carried.

Public Hearing.

12. This being the date set to hear public comments on proposed Ordinance No. 15-001, an ordinance to amend several sections of Chapter 22, Boards, Commissions, Authorities and Committees, Article VI. Recreation Advisory Commission, there being no comments on file in the Clerk-Treasurer's Office, the Mayor declared the hearing open.

Council Member Molenda noted that in Sections 22-23, line 94 references provisions for a Chair Person, Vice Chair Person and a Secretary and line 95 and 96 states that the Director of Parks & Recreation or his/her designee shall serve as Executive Secretary of the Commission. He asked if these are two different positions.

Loretta LaPointe, Recreation Manager said it was more just a back-up, that if they needed staff, the staff person's really the keeper of the records once they go into their office, so the recording secretary would be either her or a staff designee.

Council Member Molenda said just to clarify; there would be a secretary who is elected within the Commission.

Loretta LaPointe, Recreation Manager said that she believes there is and that would be more to sign a communication to Council but they wouldn't be the recording secretary.

There being two persons present commenting and no comments on file in the Clerk-Treasurer's Office, the Mayor declared the public hearing closed.

Council Action.

12. It was moved by Council Member Molenda and seconded by Council Member Sisk that Proposed Ordinance No. 15-001, an ordinance to amend several sections of Chapter 22, Boards, Commissions, Authorities and Committees, Article VI. Recreation Advisory Commission, be placed on its final reading.

Ayes: 7 Nays: 0

Motion carried.

Proposed Ordinance No. 15-001, was then presented for the second time after which the Mayor asked, "Shall this ordinance pass?"

Ayes: 7 Nays: 0

Motion carried.

21. It was moved by Council Member Molenda and seconded by Council Member Hensley that proposed Ordinance No. 15-002, an Ordinance to add Chapter 448, Neighborhood Enterprise Zones to the Code of the City of Monroe, be placed on its first reading and set for the public hearing on February 17, 2015.

Ayes: 7 Nays: 0

Motion carried.

Proposed Ordinance No. 15-002, was then presented for the first time and laid over for its second reading and public hearing on Tuesday, February 17, 2015.

22. Communication from the Clerk-Treasurer, submitting proposed resolution to approve a tax levy not to exceed 1.00 mills per year for the purpose of Lake Erie Transit continuing to provide bus service for tax years 2016-2020. The attached proposed ballot language must be approved by Council and submitted to the Monroe County Election Commission for their approval to be placed on the ballot at the May Special Election to be held on Tuesday, May 5, 2015.

It was moved by Council Member Molenda and seconded by Council Member Iacoangeli that item 22 be accepted, placed on file, the resolution be adopted and the ballot language be submitted to the Monroe County Clerk.

Ayes: 7 Nays: 0

Motion carried.

Consent Agenda. (All items listed under the Consent Agenda are considered to be routine by Mayor and Council and may be approved by one motion. Any item may be removed for separate discussion by a Council Member or citizen.)

Dan Swallow, Director of Economic & Community Development noted that he had placed a packet at each Council Members seat regarding the Capital Improvements Program Budget fiscal Years 2015-2021, and asked that Council set a public hearing on the item.

Council Member Iacoangeli asked if this item is an addition to the Consent Agenda.

Mayor Clark said that it would be because it is not listed on the Consent Agenda. He asked Mr. Swallow if he is wants the item added to the Consent Agenda and asked if this item was discussed at a Council Work Session.

Dan Swallow, Director of Economic & Community Development said that he was not sure if they were going to have the February 17 Council Meeting on the scheduled day or if it would be on an alternate date. He said as he reviewed the Charter, it requires that Council shall hold the public hearing the third week in February for the Capital Improvements Program Budget, so there was no longer flexibility to change the date of the public hearing. He said that the City Attorney suggested that Council take formal action to schedule the public hearing.

Mayor Clark said that since this is not a Consent Agenda item, it will have to be given a number and be added to the Consent Agenda.

It was moved by Council Member Iacoangeli and seconded by Council Member Hensley that item 32 be added to the Consent Agenda.

Ayes: 7 Nays: 0

Motion carried.

A. Approval of the Minutes of the Regular Meeting held on Tuesday, January 20, 2015 and the Minutes of the Work Session held on Monday, January 26, 2015.

B. Approval of payments to vendors in the amount of \$543,036.34.

Action: Bills be allowed and warrants drawn on the various accounts for their payment.

23. Appointments Resolution.

1. Communication from the Mayor's Office, submitting a proposed resolution for appointments to various boards, commissions and committees, and recommending that the resolution be adopted.
2. Supporting documents.
3. Action: Accept, place on file and the resolution be adopted.

24. Landscaping Design services – Professional Services Award.

1. Communication from the Director of Engineering & Public Services, reporting back on Request for Proposals for Landscaping Design Professional Services at Mark G. Worrell Park, and recommending that a professional services award be made to The Johnson Hill Land Ethics Studio for the above work for the base amount of \$5,400, and that the Director of Engineering & Public Services be authorized to execute any necessary agreement documents on behalf of the City and expend up to \$6,000 for work activities under this contract.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

25. Automated Weather Observing System (AWOS) at Custer Airport – Funding Contract for Component Replacement and Upgrades.
 1. Communication from the Director of Engineering & Public Services, submitting a proposed resolution approving a funding contract for component replacement and upgrades with Michigan Department of Transportation (MDOT) Aeronautics for the Automated Weather Observing System (AWOS) at Custer Airport, and recommending that the attached resolution be approved, and that the City share of the cost (\$3,000) be appropriated as detailed in the financial information detail below.
 2. Supporting documents.
 3. Action: Accept, place on file and the resolution be adopted.

26. Michigan Department of Transportation (MDOT) Performance Resolution Approval.
 1. Communication from the Director of Engineering & Public Services, submitting a proposed resolution to approve six (6) individuals to apply for permits on behalf of the City of Monroe, and recommending that Council adopt the attached resolution, approve and authorize the above six (6) individuals to apply for permits on behalf of the City, and that the Director of Engineering & Public Services and/or Clerk-Treasurer be authorized to submit the resolution on behalf of the City.
 2. Supporting documents.
 3. Action: Accept, place on file and the resolution be adopted.

27. Monroe County Convention & Tourism Bureau – Special Event Request.
 1. Communication from the City Manager’s Office, submitting a request from the Monroe County Convention & Tourism Bureau to reserve dates in 2015 for upcoming Events / Festivals, and recommending that Council approve only the dates of the events with full approvals of the events, be subject to policy, timely submission of event planning details, staff reviews, street closure action by Council and approvals of city financial and logistical support.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.

28. Award a Professional Services Contract to Quinn-Evans Architects to Complete a Feasibility and Cost Analysis to Evaluate 8 N. Monroe Street for use as a Library and Community Center.
 1. Communication from the Director of Economic & Community Development, submitting a proposed professional services contract to evaluate the potential acquisition of the former Masonic Temple, and recommending that Council award a professional services contract to Quinn-Evans Architects to complete a feasibility and cost analysis to evaluate 8 N. Monroe Street for use as a library and community center in an amount not-to-exceed \$34,600, and further recommending that Council authorize a contingency fee of up to 5% or \$1,730 to be utilized at the discretion of the City Manager for unforeseen services and encumber a total of \$36,330.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.

29. Family and Medical Leave Policy Amendment.
 1. Communication from the Director of Human Resources, submitting amendments to FMLA Policy, No. 003, to add new regulations issued by the Department of Labor (DOL), and recommending that Council approve the attached amended policy and direct City administration to proceed with implementation.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.

30. Roth Individual Retirement Account.

1. Communication from the Director of Human Resources, reporting back on amendments to the Deferred Compensation Program with ICMA-RC to add a Roth Individual Retirement Account (IRA), funded with after-tax contributions by city employees, and recommending that Council approve the attached amendment and that the City Manager be authorized to sign the Agreement on behalf of the City of Monroe.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

31. Approval of the Memorandum of Understanding with the Michigan Municipal League for the PlacePlans 2015 Technical assistance: Downtown Connector Alley Design.

1. Communication from the Director of Economic & Community Development, submitting a request for approval of the Memorandum of Understanding with the Michigan Municipal League for the PlacePlans 2015 Technical Assistance: Downtown Connector Alley Design, and recommending that Council approve the Memorandum of Understanding with the Michigan Municipal League for the PlacePlans 2015 Technical Assistance: Downtown Connector Alley Design; and authorize the City Manager to execute the Memorandum, and further recommending that Council authorize the expenditure of \$8,000 for the local match commitment.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

32. Proposed Capital Improvements Program Budget – Fiscal Years 2015-2021.

1. Communication from the Director of Economic & Community Development, submitting the Proposed Capital Improvements Program Budget for Fiscal Years 2015-2021, and recommending that Council accept and place on file the proposed Capital Improvements Program Budget, Fiscal Years 2015-2021, and the Citizens Planning Commission recommendation, and further recommending that Council schedule a public hearing on the proposed Capital Improvements Program Budget for February 17, 2015 at 7:30 p.m., in accordance with the City Charter, Section 122.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

It was moved by Council Member Iacoangeli and seconded by Council Member Sisk that item 24, 25, 26, 28, 30, 31 and 32 of the amended Consent Agenda be approved as presented and that item 23, 27 and 29 be removed and considered separately.

Ayes: 7 Nays: 0

Motion carried.

23 The communication from the Mayor's Office was presented, submitting a proposed resolution for appointments to various boards, commissions and committees, and recommending that the resolution be adopted.

Council Member Iacoangeli noted that the Appointment Resolution that was initially given to Council in their Agenda packet has an amendment. He said that Ms. Linda Compore, one of the recommended appointees to the Board of Review, will not be able to serve this term and that Mr. Edward Feldman, M.D. will replace her in this appointment.

It was moved by Council Member Iacoangeli and seconded by Council Member Vining that the amended Appointment Resolution be accepted, placed on file and the resolution be adopted.

Council Member Molenda noted that he will abstain from the vote because he is related to Mr. Feldman.

Ayes: 6 Nays: 0 Abstain: 1 (Council Member Molenda)
Motion carried.

27. The communication from the City Manager's Office was presented, submitting a request from the Monroe County Convention & Tourism Bureau to reserve dates in 2015 for upcoming Events / Festivals, and recommending that Council approve only the dates of the events with full approvals of the events, be subject to policy, timely submission of event planning details, staff reviews, street closure action by Council and approvals of city financial and logistical support.

It was moved by Council Member Rafko and seconded by Council Member Iacoangeli that the item be postponed until the next meeting because there is a conflict with one of the events which involves another event at the same time and it needs to be addressed.

Following discussion, a vote was taken on the motion.
Ayes: 7 Nays: 0
Motion carried.

29 The communication from the Director of Human Resources was presented, submitting amendments to FMLA Policy, No. 003, to add new regulations issued by the Department of Labor (DOL), and recommending that Council approve the attached amended policy and direct City administration to proceed with implementation.

Council Member Molenda noted that under Statement of Policy, part A there are two bullet points and it isn't clear if the employee needs to meet both of the requirements or just one of them.

Peggy Howard, Director of Human Resources said that the employee would need to meet both requirements in the bullet points.

Council Member Molenda asked that, for clarity, the word "and" be inserted at the end of the first bullet point after the semi-colon.

It was moved by Council Member Molenda and seconded by Council Member Hensley that amended item 29 be accepted, placed on file and the recommendation be carried out.
Ayes: 7 Nays: 0
Motion carried.

Council Comments.

Council Member Iacoangeli commented on reports of drug related incidents in relation to the public nuisance policy and neighborhood revitalization.

Council Member Molenda thanked staff for their hard work during the recent weather events and said that the Sawyer Homestead Sub-Committee is planning to hold a public forum seeking input on the future use of the Sawyer Homestead on Monday, February 9 at 7:00 p.m. in the Council Chambers.

Council Member Rafko commented on the TMACOG Meeting on January 21 and the Lake Erie Algae Source and Solutions Conference on January 22.

Council Member Sisk said that he will not be available on Tuesday, February 17 for the Regular Council Meeting.

Council Member Hensley said he received a compliment on the performance of a Monroe City Police Officer this week and thanked the Public Services Department for their hard work during the recent snow event. He said there will be a meeting about St. Joseph Church on Monday, February 16 at 6:30 p.m. in the Council Chambers and commented about hiring of Fire Department personnel and the Public Safety Department.

Council Member Sisk commented about the Public Safety Department.

Mayor Comments.

Mayor Clark commented about the TEAMCOG Meeting, about Black History Month, and his attendance at the State of the Union Address. He also commented on the Public Safety Department.

Clerk-Treasurer Comments.

Michelle J. LaVoy, Clerk-Treasurer said the Treasurer's Office accepts credit card payments for tax bills and water bill and thanked Barry LaRoy, Director of Water & Wastewater Utilities for his help in setting up the Water Department to accept credit card for payment. She said all departments will soon be set up to offer credit cards as an option for payment of their invoices.

City Manager Comments.

George Brown, City Manager said that he met with the Director of Public Safety and the Fire Chief to discuss the presentation to Council regarding staffing combinations and levels. He commended the Department of Public Services crew on their efficiency during the past snow event. He said that waste removal will be a day behind this week.

Citizen Comments.

Adam Yeager, 1833 South Custer Road commented about water issues in his area and would like to know when the problem will be addressed.

Mayor Clark addressed Mr. Yeager's concerns.

George Brown, City Manager also addressed Mr. Yeager's concerns.

Shelly Hasley, 5126 Evergreen asked that all Council Members be present to vote when it's time to vote on the Sawyer Homestead.

Adjournment.

It was moved by Council Member Iacoangeli and seconded by Council Member Rafko that the meeting adjourn at 9:56 p.m. until the Regular Meeting on Tuesday, February 17, 2014 at 7:30 p.m.

Ayes: 7 Nays: 0

Motion carried.

Michelle J. LaVoy
City Clerk-Treasurer

Robert E. Clark
Mayor

CITY OF MONROE
SPECIAL COUNCIL MEETING
MONDAY, FEBRUARY 2, 2015

Special meeting of the City Council of the City of Monroe, Michigan held on Monday, February 2, 2015 at 6:45 p.m. in the City Hall Council Chambers.

Present: Council Member Iacoangeli, Vining (arrived 6:46 p.m.), Molenda (arrived 6:47 p.m.), Rafko, Sisk, Hensley and Mayor Clark.

It was moved by Council Member Iacoangeli and seconded by Council Member Sisk that Council convene to Closed Executive Session to review Exempt Matters at 6:45 p.m.

Ayes: 5 Nays: 0

Motion carried.

It was moved by Council Member Hensley and seconded by Council Member Molenda that Council reconvene to open session at 7:20 p.m.

Ayes: 7 Nays: 0

Motion carried.

Adjournment.

It was moved by Council Member Hensley and seconded by Council Member Molenda that the meeting adjourn at 7:21 p.m.

Ayes: 7 Nays: 0

Motion carried.

Michelle, J. LaVoy
City Clerk-Treasurer

Robert E. Clark
Mayor

Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
0000000019	AKT PEERLESS ENVIRONMENTAL SERVICES 37508	PROFESSIONAL SERVICES 10 PORT AVE	4,594.84		
TOTAL FOR: AKT PEERLESS ENVIRONMENTAL SERVICES			4,594.84		
0000006425	ALLEN J SCOTT LLC 2/2/15	DEPOSIT CONCERT IN THE PARK JUNE 25 2015	500.00		
TOTAL FOR: ALLEN J SCOTT LLC			500.00		
0000005795	ALLSHRED SERVICES B0088012	OFF SITE DESTRUCTION OF MATERIAL	92.85		
TOTAL FOR: ALLSHRED SERVICES			92.85		
0000000446	AMERICAN HEART ASSOCIATION 2/10/15	CASUAL DAYS FOR CHARITY DONATION	100.00		
TOTAL FOR: AMERICAN HEART ASSOCIATION			100.00		
0000004814	AMERICAN SANITATION & SEWER INC 13081	PORTABLE TOILET AIRPORT 2/4 - 3/4/15	70.00		
TOTAL FOR: AMERICAN SANITATION & SEWER INC			70.00		
0000005573	ARROW ENERGY INC 54737	AVGAS PURCHASE TICKET# 1016963	27,650.38	48496	02/12/2015
	54738	JET-A W/ADDITIVE TICKET# 189930	15,047.41	48496	02/12/2015
TOTAL FOR: ARROW ENERGY INC			42,697.79		
0000000106	B&L OFFICE MACHINES 12278	HP P1005 REFILLS (2)	69.90		
TOTAL FOR: B&L OFFICE MACHINES			69.90		
MISC	BIG BROTHERS BIG SISTERS 2/10/15	CASUAL DAYS FOR CHARITY DONATION	100.00		
TOTAL FOR: BIG BROTHERS BIG SISTERS			100.00		
0000000114	BS&A SOFTWARE 99774	FIELD INSPECTION SYSTEM ANNUAL SERVICE/SUPPORT	646.00		
TOTAL FOR: BS&A SOFTWARE			646.00		
0000006551	CANON SOLUTIONS AMERICA, INC 4015107950	MAINTENANCE COPIER	461.80		
TOTAL FOR: CANON SOLUTIONS AMERICA, INC			461.80		
0000006547	CHEMTRADE CHEMICALS CORPORATION 90696899	LIQUID ALUMINUM SULFATE PURCHASE	3,284.54		
TOTAL FOR: CHEMTRADE CHEMICALS CORPORATION			3,284.54		
0000000204	CINTAS CORPORATION 306				

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MONROE
EXP CHECK RUN DATES 02/11/2015 - 02/17/2015
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
PRELIMANRY REPORT

Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
	306277146	SHOP TOWEL FOLDED RED	73.04		
	306277147	BLACK MATS	213.85		
TOTAL FOR: CINTAS CORPORATION 306			<u>286.89</u>		
0000000283	ROBERT E CLARK 2/5/15	MILEAGE TMACOG & SEMCOG MEETINGS	112.70		
TOTAL FOR: ROBERT E CLARK			<u>112.70</u>		
0000000266	C-MAR PRODUCTS INC 36292	12 RECONDITIONED 55 GAL DRUMS BLACK	194.00		
TOTAL FOR: C-MAR PRODUCTS INC			<u>194.00</u>		
0000000296	COMPREHENSIVE RISK SERVICES INC 2/11/15	REIMBURSE CRS DISBURSEMENTS # 3733 - 3736	2,366.73		
TOTAL FOR: COMPREHENSIVE RISK SERVICES INC			<u>2,366.73</u>		
0000000299	CONSUMERS ENERGY 202249386421	1000 2644 0816 15756 KEEGAN 1/8/15 - 2/5/15	161.09		
TOTAL FOR: CONSUMERS ENERGY			<u>161.09</u>		
0000006494	CRYSTAL FLASH 804583	DEF 2.5 GAL JUG W/SPOUT	10.32		
	805291	ASSESSOR VEHICLE FUEL 1/16 - 1/31/15	8.97		
	805292	BUILDING DEPT VEHICLE FUEL 1/16 - 1/31/15	56.65		
	805293	DPS VEHICLE FUEL 1/16 - 1/31/15	1,001.08		
	805294	ENGINEERING VEHICLE FUEL 1/16 - 1/31/15	120.29		
	805295	POLICE DEPT VEHICLE FUEL 1/16 - 1/31/15	1,981.42		
	805296	WASTEWATER VEHICLE FUEL 1/16 - 1/31/15	581.09		
	805297	WATER DEPT VEHICLE FUEL 1/16 - 1/31/15	1,122.71		
	805352	DPS VEHICLE FUEL 2/2/15	14.43		
TOTAL FOR: CRYSTAL FLASH			<u>4,896.96</u>		
0000000325	CULLIGAN OF IDA 92694	BOTTLE WATER SERVICE 222 JONES	43.25		
TOTAL FOR: CULLIGAN OF IDA			<u>43.25</u>		
0000006623	DALY MERRIT INC. 368002	P&L INSURANCE RFP CONSULTING	5,000.00		
TOTAL FOR: DALY MERRIT INC.			<u>5,000.00</u>		
MISC	DAVID STILES 2/9/15	REIMBURSE JAN-FEB RETIREE HEALTH CARE	39.00		
TOTAL FOR: DAVID STILES			<u>39.00</u>		
0000006138	SCOTT H DAVIDSON 1/30/15	CURB & GUTTER REPLACED BY HOME OWNER - REIMBURSEMENT	336.00		

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MONROE
EXP CHECK RUN DATES 02/11/2015 - 02/17/2015
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
PRELIMANRY REPORT

Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
TOTAL FOR: SCOTT H DAVIDSON			336.00		
0000001245	THE DETROIT SALT CO LLC 47603	BULK ROCK SALT - WINTER 2014-15	5,138.00		
	48009	BULK ROCK SALT - WINTER 2014-15	16,079.43		
TOTAL FOR: THE DETROIT SALT CO LLC			21,217.43		
0000005920	DORNBOS SIGN & SAFETY 19067	SIGNS VARIOUS SIZES	492.86		
	19164	SIGNS VARIOUS SIZES	537.71		
TOTAL FOR: DORNBOS SIGN & SAFETY			1,030.57		
000000359A	DTE ENERGY 2205 0115	0000-3190-6 2205 E FRONT 12/18/14 - 1/21/15	48,492.89		
	6375 115	0000-3191-4 6375 PTE AUX PEAUX 12/18/14 - 1/21/15	11,247.76		
	915 115	0000-3189-8 915 E FRONT 12/18/14 - 1/21/15	18,457.78		
TOTAL FOR: DTE ENERGY			78,198.43		
0000000417	EARTH WORKS CONCRETE & EXCAVATING 2/3/15	Demolition and removal at 635 Winchester Street, Monroe M	9,200.00		
TOTAL FOR: EARTH WORKS CONCRETE & EXCAVATING			9,200.00		
0000000429	EMPCO INC 3493	Public Safety Oral Board	2,044.07		
	3498	HEAVY EQUIPMENT OPER-COLLECTION SYSTEM	44.00		
TOTAL FOR: EMPCO INC			2,088.07		
0000006137	FIFER INVESTIGATIONS LLC 1/22/15	Background Investigations - 3 FF Candidates	5,534.50		
TOTAL FOR: FIFER INVESTIGATIONS LLC			5,534.50		
000000463B	FIFTH THIRD BANK 01/02/2015	DTE bill 141 E Front 11/20 - 12/19/14	83.95		
	01/02/2015	DTE bill 120 E First 11/18 - 12/18/14	3,787.34		
	01/02/2015	Meter Shop Fax Line	63.50		
	01/02/2015	DTE bill 14 E First 9/19 - 12/18/14	41.96		
	01/02/2015	DTE bill 111 Cass 11/18 - 12/18/14	329.11		
	01/02/2015	#5018	63.92		
	01/02/2015	Clark - Lake Erie Algae Meeting fee	25.00		
	01/02/2015	Cleaning Supplies	6.97		
	01/02/2015	2 PLY MULTIFOLD PAPER TOWEL	46.12		
	01/02/2015	fasteners	6.13		
	01/02/2015	alternator 3539	131.09		
	01/02/2015	INCANDESCENT LIGHTS/PLANT	42.40		
	01/02/2015	DTE bill 35 W Front 11/18 - 12/18/14	774.05		

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	01/02/2015	KEYS FOR VAN	55.00		
	01/02/2015	RAS PUMP SEAL	306.00		
	01/02/2015	GOjo Hand cleaner.	13.99		
	01/04/2015	DTE bill 726 Winchester 9/19 - 12/18/14	29.67		
	01/04/2015	DTE bill 99 E First 11/18 - 12/18/14	57.53		
	01/04/2015	DTE bill 70 Port 10/21 - 12/19/14	33.97		
	01/04/2015	DTE bill 609 Winchester 10/20 - 12/18/14	93.75		
	01/04/2015	DTE bill 620 S Monroe 11/18 - 12/18/14	109.19		
	01/05/2015	DTE bill 1323 E Front 10/21 - 12/19/14	30.23		
	01/05/2015	DTE bill 1309 E Front 9/22 - 12/19/14	29.22		
	01/05/2015	DTE bill 207 E Second 10/30 - 12/22/14	38.11		
	01/05/2015	#539,540,541,542 spinner parts	443.89		
	01/05/2015	alternator 539-542 for stock	131.09		
	01/05/2015	HP color tone bundle	159.00		
	01/05/2015	Fire Alarm panel batteries	46.97		
	01/05/2015	troubleshoot/repair station 1 generator	240.00		
	01/05/2015	DTE bill 922 N Dixie 11/19 - 12/19/14	124.01		
	01/05/2015	DTE bill 1299 E Front 9/22 - 12/19/14	29.22		
	01/05/2015	PULG IN MODULE PUMP STATIONS	396.61		
	01/06/2015	BATTERIES	23.12		
	01/06/2015	DTE bill 817 N Telegraph 11/20-12/22/14	59.73		
	01/06/2015	MMT Association Membership Dues	50.00		
	01/06/2015	COPY PAPER, FILE FOLDERS/COVERS	69.36		
	01/06/2015	2 batterys police	249.98		
	01/06/2015	Crime Reporting	99.00		
	01/06/2015	Duct Tape, Daddy Daughter Dance	8.54		
	01/06/2015	PANEL VIEW FOR SETTLED WASTE PUMPS	962.65		
	01/06/2015	DTE bill 600 airport 11/20 - 12/22/14	353.04		
	01/06/2015	DTE bill 548 Airport 11/20 - 12/22/14	264.50		
	01/06/2015	#312 tires	756.35		
	01/06/2015	ANTENNA #450	10.79		
	01/06/2015	washer fluid/de-icer	11.99		
	01/06/2015	Music License	360.00		
	01/06/2015	DTE bill 75 Scott 11/20 - 12/22/14	810.26		
	01/06/2015	NOTICE IN PAPER	36.26		
	01/06/2015	(2)20"x12"Stainless Steel Repair Sleeve	902.00		
	01/06/2015	Expanding file folders & mounting tape	36.11		
	01/06/2015	exhaust pipe #542	159.77		
	01/06/2015	power inverter police cars	48.99		
	01/06/2015	DTE bill 546 Airport 11/20 - 12/22/14	385.32		
	01/06/2015	winter gloves	58.40		
	01/06/2015	AP Checks	160.00		
	01/06/2015	Evidence Supplies	790.07		

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	01/06/2015	repair furnace at the west side fire sta	287.00		
	01/06/2015	BRAKE DRUMS, CAM KIT FOR #410	442.12		
	01/06/2015	Chlorine analyzer reagents.	286.64		
	01/07/2015	Medical Supplies	184.95		
	01/07/2015	hyd. hose	56.19		
	01/07/2015	blade, wrench, multi trac	293.48		
	01/07/2015	Facade Mailing	139.16		
	01/07/2015	replace spring at west side station	378.15		
	01/07/2015	MIDEAL Membership 2015	230.00		
	01/07/2015	RAS PUMP SEAL	189.60		
	01/07/2015	shop tool	287.95		
	01/07/2015	Replacement UPS for Control Room	270.48		
	01/07/2015	speed square, lumber,	545.11		
	01/07/2015	New battery for Truck 1032.	104.99		
	01/07/2015	trans filter/gasket #310	24.24		
	01/07/2015	DTE bill 3200 N Custer 11/20 - 12/22/14	84.90		
	01/07/2015	Staples - office equipment	59.40		
	01/07/2015	DTE bill 353 Airport East 9/23-12/22/14	34.47		
	01/07/2015	DTE bill 317 E First Apt 1 9/23-12/22/14	17.43		
	01/07/2015	#539,540,541,542 spinner motor, stock	173.89		
	01/07/2015	DTE bill 317 E First Flr 2 9/23-12/22/14	18.84		
	01/07/2015	PLUMBING SUPPLIES	40.04		
	01/07/2015	PLUMBING SUPPLIES	122.84		
	01/07/2015	PLUMBING SUPPLIES	62.61		
	01/07/2015	Transport chain tie downs (2)	131.90		
	01/07/2015	power inverter #5005	48.99		
	01/07/2015	DTE bill 317 E First Flr 1 9/23-12/22/14	20.94		
	01/07/2015	#410, 411 alternator, stock	276.19		
	01/07/2015	new co detector for west side station	55.98		
	01/07/2015	RTM equipment supplies.	149.51		
	01/07/2015	REFUND OF TAX	(13.82)		
	01/07/2015	TAX REFUND	(2.40)		
	01/07/2015	TAX REFUND	(5.82)		
	01/07/2015	TAX REFUND	(1.20)		
	01/08/2015	5/8"x 1-1/4"Stainless Steel Bolts	12.90		
	01/08/2015	sewer tap for 715 W. Front St	110.00		
	01/08/2015	DTE bill 1296 N Monroe 11/20 - 12/22/14	192.23		
	01/08/2015	Community Promotion	69.32		
	01/08/2015	LIQUID HAND SOAP	46.84		
	01/08/2015	4 tires #326	224.36		
	01/08/2015	battery stock	274.97		
	01/08/2015	Grass Seed	81.95		
	01/08/2015	core charge on alternator#539	30.00		

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	01/08/2015	4 tires #339	224.40		
	01/08/2015	Tubes & hose clamps.	17.64		
	01/08/2015	DTE bill 390 Airport 11/20 - 12/22/14	206.03		
	01/08/2015	Stretch wrap, epoxy putty	14.98		
	01/08/2015	DTE bill 540 Airport 11/20 - 12/22/14	871.01		
	01/08/2015	Clark - General Assembly meeting	30.00		
	01/08/2015	Rapid seal tape.	12.96		
	01/08/2015	Rafko - General Assembly meeting	30.00		
	01/08/2015	DTE bill 353 Airport West 11/20-12/22/14	53.43		
	01/08/2015	DTE bill 400 Airport 11/20 - 12/22/14	97.74		
	01/08/2015	Office supplies	43.99		
	01/08/2015	Office supplies	57.63		
	01/08/2015	Red Flag Verification	177.15		
	01/09/2015	Flash drives, engineering scale, note pa	88.47		
	01/09/2015	Annual pump test for Engine 2	323.50		
	01/09/2015	FUEL FOR SUNSET & DET BCH (BILLED WRONG)	940.07		
	01/09/2015	REFUND FOR WRONG BILLING	(940.07)		
	01/09/2015	plow control #310	224.03		
	01/09/2015	DTE bill 2770 N Custer 10/22 - 12/22/14	49.05		
	01/09/2015	FUEL TANK	529.98		
	01/09/2015	CAR WASH SOAP, GLASS CLEANER	131.92		
	01/09/2015	MEASURING WHEEL	69.90		
	01/09/2015	Dumpster service January 2015	781.40		
	01/09/2015	DTE bill 1545 N Custer 11/20 - 12/22/14	79.05		
	01/09/2015	Comp. Posters for Meter Shop & Downtown	143.90		
	01/09/2015	FUEL FOR NEW TANK	116.03		
	01/09/2015	marker light #5004	33.08		
	01/09/2015	Pad Lock & Key for Meter Shop Tool Box	8.48		
	01/09/2015	LIFT STATION LOCKS	167.07		
	01/09/2015	Membership dues for SMAFC	40.00		
	01/09/2015	yogurt council work session 1/9/15	6.26		
	01/09/2015	DTE bill 2770 N Custer Conc 11/20-12/22	403.65		
	01/09/2015	DTE bill 2226 N Custer 11/20 - 12/22/14	42.69		
	01/09/2015	Extension Cord for Equipment (unit 1190)	26.99		
	01/09/2015	MMSC dumpster service January 2015	508.49		
	01/09/2015	FUEL FOR SUNSET & DET BCH	786.16		
	01/09/2015	TAPE MEASURE	74.97		
	01/09/2015	Stainless Steel Bolts for Meter Changes	20.68		
	01/09/2015	Yearly service for SCBA fill station	919.80		
	01/10/2015	Blood Draws	16.00		
	01/10/2015	council work session 1/9 food	14.83		
	01/10/2015	OFFICE SUPPLIES	161.72		
	01/10/2015	PHONE	64.73		

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	01/10/2015	Comcast internet 12/22-1/21 Water Plant	97.85		
	01/10/2015	Blood Draws	16.00		
	01/10/2015	Comcast internet 12/26-1/25 W. Fire	117.85		
	01/11/2015	DTE bill 1704 Stewart 11/21 - 12/23/14	63.62		
	01/11/2015	DTE bill 1060 Lavender 11/21 - 12/23/14	62.17		
	01/11/2015	20 ft power cord for UPS	12.69		
	01/11/2015	DTE bill 119 Lavender 11/21 - 12/23/14	31.47		
	01/11/2015	DTE bill 1242 Bates 11/21 - 12/23/14	85.12		
	01/11/2015	CENURYLINK LONG DISTANCE 12/1-31/14	2.45		
	01/11/2015	CENURYLINK LONG DISTANCE 12/1-31/14	21.55		
	01/11/2015	CENURYLINK LONG DISTANCE 12/1-31/14	18.63		
	01/11/2015	CENURYLINK LONG DISTANCE 12/1-31/14	13.16		
	01/11/2015	CENURYLINK LONG DISTANCE 12/1-31/14	81.86		
	01/11/2015	CENURYLINK LONG DISTANCE 12/1-31/14	2.45		
	01/11/2015	CENURYLINK LONG DISTANCE 12/1-31/14	7.35		
	01/11/2015	CENURYLINK LONG DISTANCE 12/1-31/14	12.85		
	01/11/2015	CENURYLINK LONG DISTANCE 12/1-31/14	11.14		
	01/11/2015	CENURYLINK LONG DISTANCE 12/1-31/14	2.45		
	01/11/2015	CENURYLINK LONG DISTANCE 12/1-31/14	4.12		
	01/11/2015	DTE bill 1962 Teton 11/21 - 12/23/14	99.14		
	01/12/2015	#5006 spark plugs& coils	201.44		
	01/12/2015	HYDRAULIC FLUID FOR SHOP	532.31		
	01/12/2015	core charge on stock alternator#539-542	30.00		
	01/12/2015	DTE bill 205 W Elm 11/21 - 12/23/14	136.15		
	01/12/2015	DTE bill 2783 Nadeau 11/25 - 12/23/14	44.67		
	01/12/2015	Office Supplies (Pens, Post its, Binders	208.68		
	01/12/2015	Replacement pump for SCM.	248.89		
	01/12/2015	DTE bill 940 Union 9/18 - 12/17/14	31.68		
	01/12/2015	Address verification for water dept.	40.00		
	01/12/2015	1-1/2"& 2" Hy-Max Couplings	566.16		
	01/12/2015	t-fitting #604	21.52		
	01/12/2015	Time Clock	208.99		
	01/12/2015	FUEL TANK STICKER	3.98		
	01/12/2015	FUEL FILTER	39.99		
	01/12/2015	DTE bill 5 N Roessler 11/21 - 12/23/14	30.77		
	01/12/2015	clips/fastner for backflow support brace	20.22		
	01/12/2015	DTE bill 2700 N Custer 11/20 - 12/23/14	992.47		
	01/12/2015	Conductivity standard	27.92		
	01/12/2015	SKID FUEL TANK	34.46		
	01/12/2015	Portfolio from La-Z-Boy special markets	27.17		
	01/13/2015	FULL FACEPIECE CLEANING & ACCESSORIES	90.80		
	01/13/2015	DTE bill 601 Ave De Lafayette 11/24-12/26	124.36		
	01/13/2015	DTE bill 1510 Nadeau 11/24 - 12/26/14	214.82		

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	01/13/2015	Bromate & Bromide testing.	100.00		
	01/13/2015	water-proof cold weather gloves	45.95		
	01/13/2015	Food for crew	62.31		
	01/13/2015	TTHM, HAA5, CTOC testing.	770.00		
	01/13/2015	V belt for ozone roof heater	6.57		
	01/13/2015	Cable	60.99		
	01/13/2015	Supplies for Control Room rewire job.	131.28		
	01/13/2015	magenta toner	125.88		
	01/13/2015	Diesel storage tank certification fee.	61.50		
	01/13/2015	speed trailer police electrical plug	25.95		
	01/13/2015	Air filters - Ozone heater.	276.06		
	01/13/2015	Air/vacuum valve	129.78		
	01/13/2015	S.D.S. HOLDER MAINT SHOP	65.20		
	01/13/2015	Monthly copier charges.	14.20		
	01/13/2015	Laminations	25.19		
	01/13/2015	DTE bill 1201 Greenfield 10/24-12/26/14	33.71		
	01/13/2015	Operators Day registration (4)	380.00		
	01/13/2015	DTE bill 1886 N Monroe 11/24 - 12/26/14	64.53		
	01/13/2015	Staples order cancelled; reordered	(59.40)		
	01/13/2015	AWWA membership - Steward	74.00		
	01/13/2015	AWWA Membership - Knight.	178.00		
	01/13/2015	AWWA membership - Jeffries	74.00		
	01/14/2015	PLANT DOORS	39.16		
	01/14/2015	SUPPLIES FOR MAINTENANCE	51.53		
	01/14/2015	police tires	705.83		
	01/14/2015	DTE bill 2850 Harborview 12/1 - 1/2/15	1,925.46		
	01/14/2015	Almond spray paint.	4.99		
	01/14/2015	police tires	705.84		
	01/14/2015	DTE bill 222 Jones 11/21 - 12/18/14	695.09		
	01/14/2015	DTE bill 4603 Sycamore 11/25 - 12/29/14	201.39		
	01/14/2015	DTE bill 36 Washington 11/18 - 12/18/14	926.16		
	01/14/2015	postage for the tic charger repair	12.66		
	01/14/2015	Address verification for Assessing Dept.	40.00		
	01/14/2015	CAPSCREWS, PIGTAILS, SCREW PAN	69.23		
	01/14/2015	push frame assy #312	322.63		
	01/14/2015	Staples - Development folders	59.20		
	01/14/2015	S.D.S. SIGN FOR LUNCHROOM	124.48		
	01/14/2015	2 reams blue copy paper	8.00		
	01/14/2015	Open Seized Drug Safe	184.00		
	01/14/2015	Hose Clamps & Fittings for Hydrant Pumps	13.59		
	01/14/2015	DTE bill 4357 Burke 11/25 - 12/29/14	230.32		
	01/14/2015	Evidence Tech Key	10.90		
	01/14/2015	Medical Gloves	148.80		

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	01/14/2015	Returned case of conductivity standard	(104.40)		
	01/14/2015	Water Department Decals for Vehicles	407.70		
	01/14/2015	medical supplies	666.59		
	01/14/2015	AWWA Membership Renewal (Joel)	74.00		
	01/14/2015	AWWA Membership Renewal (Bill .O)	74.00		
	01/14/2015	AWWA Membership Renewal (Dave E)	74.00		
	01/14/2015	AWWA Membership Renewal (Kelly N)	74.00		
	01/14/2015	AWWA 1 year renewal (Tim Mitosinka)	74.00		
	01/15/2015	#540 bed plates- tailgate	130.00		
	01/15/2015	Lint free rags.	136.53		
	01/15/2015	credit	(705.84)		
	01/15/2015	laminare meterreading maps page by cycle	52.09		
	01/15/2015	LED light bulbs and touch up paint	230.78		
	01/15/2015	front wheel align #312	70.00		
	01/15/2015	DTE bill 7620 N Telegraph 11/26-12/30/14	230.79		
	01/15/2015	7/8" STRAIGHT CLEVIS FOR UNIT (1190)	17.99		
	01/15/2015	SCRUB HAND CLEANER (PAIL)	18.72		
	01/15/2015	police tires- stock	680.97		
	01/15/2015	filters, spark plug, service kits	279.55		
	01/15/2015	refund wrong billing police tires	(705.83)		
	01/15/2015	Pressure relief valve.	11.99		
	01/15/2015	DTE bill 7202 N Telegraph 11/26-12/30/14	183.51		
	01/15/2015	order of ff gloves	331.85		
	01/15/2015	ICMA dues G. Brown renewal FY 2015	857.22		
	01/15/2015	water	38.90		
	01/15/2015	medical supplies	237.98		
	01/15/2015	Fasteners.	0.52		
	01/15/2015	Excess waste disposal December 2014	2,655.20		
	01/15/2015	DTE bill 690 Cole 12/25 - 12/26/14	46.42		
	01/15/2015	Box of Colilert 24.	828.97		
	01/15/2015	OFFICE SUPPLIES	9.79		
	01/15/2015	DTE bill 6395 Pte Aux Peaux 11/26-12/30	55.29		
	01/15/2015	#603 604 skid shoes	238.00		
	01/15/2015	DTE bill 8430 N Telegraph 11/26-12/30/14	117.14		
	01/15/2015	refund wrong billing police tires	(705.84)		
	01/15/2015	wrong price-will credit	705.84		
	01/15/2015	PBT Supplies	42.00		
	01/15/2015	FUEL TANK	3.98		
	01/16/2015	COMCAST CABLE TV 1/1-31/15 DPS	25.07		
	01/16/2015	COMCAST INTERNET 1/1-31/15 DPS	82.90		
	01/16/2015	storage bins for hazmat supplies	124.40		
	01/16/2015	Credit given for sheets and tax.	(52.09)		
	01/16/2015	DTE bill 5590 Grandview 12/3/14 - 1/2/15	161.67		

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	01/16/2015	BUSINESS CARDS	198.00		
	01/16/2015	Office Supplies (heater)	45.08		
	01/16/2015	Antifreeze, snow scrapper, hose fittings	70.89		
	01/16/2015	light bulbs for the stations	21.97		
	01/16/2015	Storage hooks	39.76		
	01/16/2015	#310 joystick mounts	144.28		
	01/16/2015	DTE bill 1060 Sunset 12/1/14 - 1/2/15	3,237.81		
	01/16/2015	steering valve #688	500.00		
	01/16/2015	new charge minus state tax	49.14		
	01/16/2015	Cleaning towels and can liners	243.38		
	01/16/2015	BUSINESS CARDS (DAVE HILEMAN)	99.00		
	01/16/2015	Office supplies.	90.18		
	01/17/2015	Trash bags and clippers for DDA Decorat.	40.94		
	01/17/2015	OFFICE SUPPLIES	91.21		
	01/18/2015	extracation gloves 16 pair	211.45		
	01/19/2015	Internet.	105.00		
	01/19/2015	sockets, mackey" tool allowance	50.99		
	01/19/2015	shop supplies, gloves	39.38		
	01/19/2015	shop tool	39.05		
	01/19/2015	Office Supplies	57.39		
	01/20/2015	OFFICE SUPPLIES	19.58		
	01/20/2015	KEYS/VALVEBALL/BRASS NIPPLE	49.93		
	01/20/2015	Straw to insulate services	18.00		
	01/20/2015	computer pwr supply for Water Filtration	34.00		
	01/20/2015	5012 Tow	258.00		
	01/20/2015	Photo Booth props Daddy Daughter	42.00		
	01/20/2015	1" Tappered Plug	120.00		
	01/20/2015	Window and Door Insulator for Sunset Sta	5.99		
	01/20/2015	Employee Information Booklets	162.29		
	01/20/2015	oil/fuel filter eng 1 fire	43.08		
	01/20/2015	NSPE Membership renewal	306.00		
	01/21/2015	BANDAGES & DRESSINGS/PLANT	117.51		
	01/21/2015	uniforms for Zawicki and Little	387.49		
	01/21/2015	flip chart easel paper	67.84		
	01/21/2015	Uniforms for the Chief	177.60		
	01/21/2015	tire repair	647.50		
	01/21/2015	REPAIR TO TV CAMERA	203.50		
	01/21/2015	inventory-oil filters	35.62		
	01/21/2015	Drill bit	4.03		
	01/21/2015	uniforms for Zawicki	147.75		
	01/21/2015	Copier Service	52.97		
	01/21/2015	uniforms for Zawicki and Little	467.74		
	01/21/2015	#603, 604 brooms- stock	473.55		

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MONROE
EXP CHECK RUN DATES 02/11/2015 - 02/17/2015
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
PRELIMANRY REPORT

Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
	01/21/2015	uniforms for Little	65.75		
	01/21/2015	D,AAA,AA,9V Batteries	339.24		
	01/21/2015	MACP Yearly membership dues	115.00		
	01/21/2015	AWWA membership - Pryor	74.00		
	01/21/2015	AWWA membership - Ratz	74.00		
	01/21/2015	AWWA membership - Sobus	74.00		
	01/22/2015	Hensley - Capital Conf reg fee	100.00		
	01/22/2015	Hensley - Capital Conf preconf sesn fee	75.00		
	01/22/2015	Tape,Clamp,Hose Adapt,Foam,12V Batteries	120.77		
	01/22/2015	air compressor hose and fittings	35.35		
	01/22/2015	Lunch Meeting w/Wage/Benefit Consultant	13.75		
	01/22/2015	shop supplies	15.38		
	01/22/2015	Lanier LD255 copier maint. 11/30-12/29	55.93		
	01/22/2015	Operating Supplies	12.99		
	01/23/2015	PHONE FAX INTERNEXT PLANT	135.10		
	01/23/2015	new refrigerator.	520.00		
	01/23/2015	message book and tab dividers	26.49		
	01/23/2015	Radio Repair	625.50		
	01/23/2015	Telephone	36.02		
	01/23/2015	(734) 384-9616 Airport phone 1/1-31/15	162.52		
	01/23/2015	eng 1 alt. belt	29.59		
	01/23/2015	STEERING COLUMN #688	131.58		
	01/23/2015	MANUAL HYDRAULIC VALVE #688	239.48		
	01/23/2015	SPLINE SCREW, GEAR BOX GREASE	10.13		
	01/23/2015	Starting fluid.	3.49		
	01/25/2015	air line fittin sta 3	15.56		
	01/26/2015	Toner	97.87		
	01/26/2015	GREASE/PLANT	71.91		
	01/26/2015	power cord for 4 gas monitor	51.43		
	01/26/2015	Soldering iron.	38.76		
	01/26/2015	MISC	30.35		
	01/26/2015	Ammunition-Blanks for ALICE Training	240.00		
	01/26/2015	MULTI METER FUSE	25.69		
	01/26/2015	Folder/sealer maint. 7/1-12/31/14	708.05		
	01/27/2015	KEY CABINET	40.55		
	01/27/2015	GREASE/PLANT	23.97		
	11/18/2014	BACKFILL	71.25		
	12/29/2014	BATTERY CHARGER/BILL	28.39		
	12/29/2014	WASHERS, CLAMPS, LOCKNUTS, GROMMETS	824.79		
	12/29/2014	Relief valve for chlorine fill line	922.80		
	12/29/2014	BUSHINGS FOR GENERATOR LIFT STATIONS	68.44		
	12/29/2014	OIL FILTERS FOR INVENTORY	13.80		
	12/29/2014	key,zinc spray	23.94		

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MONROE
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Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
	12/29/2014	1"Flared 90Deg Ell,1"Comp 90Deg Ell (66.67%)	620.00		
	12/29/2014	1"Flared 90Deg Ell,1"Comp 90 Deg Ell (33.33%)	310.00		
	12/29/2014	STERILE BOTTLES/LAB	118.60		
	12/29/2014	A T & T cell phones 11/18-12/17/14	3,330.00		
	12/29/2014	janitorial supplies	371.45		
	12/29/2014	MICTA 2015 Membership Dues	100.00		
	12/29/2014	THREADLOCKER (SHOP SUPPLIES)	24.99		
	12/29/2014	medical suplies	91.11		
	12/29/2014	Text marketing	127.00		
	12/29/2014	medical supplies	215.90		
	12/30/2014	FLASHLIGHT	6.95		
	12/30/2014	PHONE/FAX/INTERNET PLANT	123.49		
	12/30/2014	FLASHLIGHT	7.90		
	12/30/2014	Comcast internet 12/20/14-1/19/15 Ventow	94.85		
	12/30/2014	BATTERY LIFT ST GENERATOR	207.98		
	12/30/2014	DTE bill 1410 S Raisinville 11/14-12/16	82.73		
	12/30/2014	#5001 antenna	15.44		
	12/30/2014	DTE bill 5555 Baldwin 11/13 - 12/15/14	139.89		
	12/30/2014	HYDRAULIC HOSE FITTINGS FOR STOCK	604.54		
	12/30/2014	DTE bill 900 Plum Grove 11/14 - 12/16/14	46.31		
	12/30/2014	KEY CABINET TAGS	24.47		
	12/30/2014	Media Card Reader - L3 System	17.95		
	12/30/2014	k-rail, level, fork, tape,fasteners	164.47		
	12/30/2014	DTE bill 3000 Lewis 11/12 - 12/12/14	44.67		
	12/30/2014	DTE bill 3561 S Custer 11/14 - 12/16/14	2,565.86		
	12/30/2014	Flashlights and batteries	75.92		
	12/30/2014	Media Cards - L3 System	599.20		
	12/30/2014	QUILTED NORTHERN	47.88		
	12/30/2014	MISC SUPPLIES PUMP STATION	12.76		
	12/31/2014	DISPOSABLE GLOVES FOR MECHANICS	27.70		
	12/31/2014	Strapping kit	62.14		
	12/31/2014	DTE bill 1931 Lewis 10/16 - 12/16/14	46.15		
	12/31/2014	DTE bill 1000 S Raisinville 11/14-12/16	84.59		
	12/31/2014	DTE bill 320 E Front 11/18 - 12/18/14	226.06		
	12/31/2014	WORK CLOTHING	49.99		
	12/31/2014	DTE bill 438 Jerome 11/17 - 12/17/14	61.25		
	12/31/2014	eng. 2 notepad support	89.34		
	12/31/2014	DTE bill 915 Regents Park 11/14-12/16/14	244.76		
	12/31/2014	#5015, 5018	537.06		
	12/31/2014	medical supplies	57.09		
	12/31/2014	alternator #539	96.79		

TOTAL FOR: FIFTH THIRD BANK

77,065.72

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MONROE
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Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
MISC	FIRST AMERICAN TITLE INSURANCE CO 02/11/2015	OVERPAYMENT OF TAXES 69-00072-089	108.57		
TOTAL FOR: FIRST AMERICAN TITLE INSURANCE CO			108.57		
MISC	FIRST UNITED METHODIST CHURCH 02/10/2015	UB refund for account: 4021	27.36		
TOTAL FOR: FIRST UNITED METHODIST CHURCH			27.36		
MISC	GOD WORKS SOUP KITCHEN 1/10/15	CASUAL DAYS FOR CHARITY DONATION	100.00		
TOTAL FOR: GOD WORKS SOUP KITCHEN			100.00		
MISC	HANWHA L&C ALABAMA, LLC 02/10/2015	2014 WINTER TAX OVERPAYMENT 49-01498-003	646.05		
TOTAL FOR: HANWHA L&C ALABAMA, LLC			646.05		
0000006391	HEALTH MANAGEMENT SYSTEMS OF AMERIC 6970215	EMPLOYEE ASSISTANCE PROGRAM ADJUSTED TO ACTUAL	222.11		
TOTAL FOR: HEALTH MANAGEMENT SYSTEMS OF AMERIC			222.11		
0000000591	HERKIMER RADIO SERVICE 80769	RADIO SERVICE AGREEMENT JULY 2014 - 2015	356.54		
TOTAL FOR: HERKIMER RADIO SERVICE			356.54		
0000000605	DAVID C HOFFMAN INC CM-101-15	Downtown Snow Hauling Trucking Assistance	3,102.50		
TOTAL FOR: DAVID C HOFFMAN INC			3,102.50		
0000000612	LORETTA HOPSON 2/3/15	REFUND DAUGHTER DADDY TICKETS # 282-283	20.00		
TOTAL FOR: LORETTA HOPSON			20.00		
0000000618	THE HUMANE SOCIETY OF MONROE COUNTY 2/10/15	CASUAL DAYS FOR CHARITY DONATION	100.00		
TOTAL FOR: THE HUMANE SOCIETY OF MONROE COUNTY			100.00		
0000006083	HYDRO-DESIGNS INC 34627-IN	FY 2014-15 CROSS CONNECTION INSPECTION 125 INSPECTIONS	1,563.00		
TOTAL FOR: HYDRO-DESIGNS INC			1,563.00		
0000000656	INSTITUFORM TECHNOLOGIES USA, INC. 2/2/15 EST# 2	2014 SANITARY SEWER REHABILITATION PROGRAM PER 7/7/14 COU	36,581.83		
TOTAL FOR: INSTITUFORM TECHNOLOGIES USA, INC.			36,581.83		
MISC	JACOBS, RUSSELL 02/10/2015	UB refund for account: 14430	38.27		

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MONROE
 EXP CHECK RUN DATES 02/11/2015 - 02/17/2015
 BOTH JOURNALIZED AND UNJOURNALIZED
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 PRELIMANRY REPORT

Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
TOTAL FOR: JACOBS, RUSSELL			38.27		
0000000696	JCI JONES CHEMICALS INC 645350	SODIUM HYPOCHLORITE PURCHASE	2,973.45		
TOTAL FOR: JCI JONES CHEMICALS INC			2,973.45		
0000003551	KCI GRAPHICS PRINING & MAILING C6850	#10 WINDOW ENVELOPES ASSESSOR ADDRESS	450.00		
TOTAL FOR: KCI GRAPHICS PRINING & MAILING			450.00		
0000000730	KUHLMAN CORP 956242	K-KRETE SOUTH DIXIE MAIN BREAK	735.00		
	959080	FUEL CHARGE REFUND ON INVOICE 956242 11/26/14	(10.00)		
TOTAL FOR: KUHLMAN CORP			725.00		
MISC	KUNZELMAN, RYAN 02/10/2015	UB refund for account: 7938	38.07		
TOTAL FOR: KUNZELMAN, RYAN			38.07		
0000006371	L-3 COMMUNICATIONS MOBILE-VISION IN 221755-IN	Extended Maintenance Agreement on Mobile -Vision Back Off	1,675.00		
	221756-IN	Extended Maintenance Agreement for Car Video Systems	4,450.00		
TOTAL FOR: L-3 COMMUNICATIONS MOBILE-VISION IN			6,125.00		
0000006357	LAKESHORE ENERGY SERVICES LLC 200-1501-2124	LAKESHORE ENERGY ALLOCATION JANUARY 2015	22,295.20		
TOTAL FOR: LAKESHORE ENERGY SERVICES LLC			22,295.20		
0000006586	LINDE NORTH AMERICA INC 51288444	LIQUID OXYGEN PURCHASE	505.43		
TOTAL FOR: LINDE NORTH AMERICA INC			505.43		
MISC	LOCKWOOD, NORMA 02/10/2015	UB refund for account: 1161	28.56		
TOTAL FOR: LOCKWOOD, NORMA			28.56		
MISC	MICHIGAN DEPARTMENT OF AGRICULTURE WLW15-281	WHEEL LOAD WEIGHER CALIBRATION	145.00		
TOTAL FOR: MICHIGAN DEPARTMENT OF AGRICULTURE			145.00		
0000006604	MICHIGAN STATE UNIVERSITY 15089	GIS Tree Layer Development per 9/15/14 Council Award	15,090.00		
TOTAL FOR: MICHIGAN STATE UNIVERSITY			15,090.00		
0000005744	STATE OF MICHIGAN 2/1/15	IFT/OPT MONROE & JEFFERSON SCHOOL OPERATING	15,327.63		

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MONROE
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Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
TOTAL FOR: STATE OF MICHIGAN			15,327.63		
0000001142	STATE OF MICHIGAN WA 373747	MAINT OF WEATHER OBSERVATION & DATA SYSTEM	658.78		
TOTAL FOR: STATE OF MICHIGAN			658.78		
0000000847	MONROE COUNTY COMMUNITY CREDIT UNIO MCCCU022	COLLECTION FEES JANUARY 2015	2,589.00		
TOTAL FOR: MONROE COUNTY COMMUNITY CREDIT UNIO			2,589.00		
0000000849	MONROE COUNTY FINANCE DEPARTMENT 2737	PURCHASE OF TWO SERVERS	1,735.00		
TOTAL FOR: MONROE COUNTY FINANCE DEPARTMENT			1,735.00		
0000000850	MONROE COUNTY FIREFIGHTERS ASSN CO14-5813	COMPANY OFFICER I & II BILL	200.00		
	DUES15-5813	2015 ANNUAL DUES	400.00		
TOTAL FOR: MONROE COUNTY FIREFIGHTERS ASSN			600.00		
0000000877	MONROE PUBLISHING CO 18467	2015 BD MTG SCHEDULE	62.52		
TOTAL FOR: MONROE PUBLISHING CO			62.52		
000000838B	CITY OF MONROE				
	FIR 100 01 1214	FIR -000100-0000-01 100 E FIRST 10/14 - 1/20/15	64.38		
	FIR1401 1214	FIR -000014-0000-01 14 E FIRST 10/14 - 1/20/15	23.61		
	FIR317 02 1214	FIR -000317-0000-02 317 E FIRST 10/14 - 1/20/15	23.61		
	FRON 1275 01 1214	FRON-001275-0000-01 1275 E FRONT 10/14 - 1/10/15	31.91		
	FRON 2205 01 1214	FRON-002205-0000-01 2205 E FRONT 10/14 - 1/21/15	3,234.46		
	FRON 320 01 1214	FRON-000320-0000-01 320 E FRONT 10/14 - 1-20/15	275.89		
	WASH 12 01 1214	WASH-000012-0000-01 12 WASHINGTON 10/14 - 1/20/15	18.32		
	WASH 4 01 1214	WASH-000004-0000-01 4 WASHINGTON 10/14 - 1/20/15	18.32		
TOTAL FOR: CITY OF MONROE			3,690.50		
0000000893	GREGORY MORGEL 1/29/15	REIMBURSE LUNCH WILLIAMSTON MI TRIP	6.29		
TOTAL FOR: GREGORY MORGEL			6.29		
0000006213	MUNICIPAL CONSULTING SERVICES LLC M-1	CLASSIFICATION/COMPENSATION STUDY	2,900.00		
TOTAL FOR: MUNICIPAL CONSULTING SERVICES LLC			2,900.00		
0000006110	RON NOEL LAWN SERVICE				
	1	DOWNTOWN CURB-LINE SNOW REMOVAL CONTRACT	2,000.00		
	1	SALT & SNOW REMOVAL 317 E FIRST JAN 3-6	125.00		
TOTAL FOR: RON NOEL LAWN SERVICE			2,125.00		

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Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
000000983	PAMELA OSELETT 2/9/15	MEALS PRISONER PICK BATTLE CREEK MI	8.56		
TOTAL FOR: PAMELA OSELETT			<u>8.56</u>		
000001040	PSYBUS 15251	PSYCH EVAL - PSO CANDIDATES	1,170.00		
TOTAL FOR: PSYBUS			<u>1,170.00</u>		
000006473	PULSAR ELECTRONICS INC 80039	FIRE ALARM SERVICE FIELD REPORT 12/29 1/16 1/20	924.97		
TOTAL FOR: PULSAR ELECTRONICS INC			<u>924.97</u>		
000001062	READY HELLER & READY LLP TDR-0661-07 315	MONTHLY FEES MARCH 2015 FILE# TDR-0661-07	11,500.00		
TOTAL FOR: READY HELLER & READY LLP			<u>11,500.00</u>		
000005090	REDSTONE ARCHITECTS 8098	SCHEMATIC DESIGN FOR REPLACEMENT OF CENTRAL FIRE STATION	43,976.18		
TOTAL FOR: REDSTONE ARCHITECTS			<u>43,976.18</u>		
000006068	THOMAS P RUSSOW PLLC 2-2015-BRA	PROFESSIONAL FEES JULY 2-14 - JANUARY 2015 BRA	8,755.00		
TOTAL FOR: THOMAS P RUSSOW PLLC			<u>8,755.00</u>		
000005264	SALENBIEN TRUCKING & EXCAVATING INC 2/11/15 EST# 5	East Noble Avenue Water Main	11,871.72		
TOTAL FOR: SALENBIEN TRUCKING & EXCAVATING INC			<u>11,871.72</u>		
000005798	SOUTHEASTERN SECURITY CONSULTANTS 110190	APPLICANT PROFILE CHECK	17.50		
TOTAL FOR: SOUTHEASTERN SECURITY CONSULTANTS			<u>17.50</u>		
MISC	STANIFER, TIM 2/3/15	REFUND OVERPAYMENT PARK SHELTER RENTAL	20.00		
TOTAL FOR: STANIFER, TIM			<u>20.00</u>		
000004895	STONECO OF MICHIGAN-DENNISTON 846427	Stone for Backfill	179.28		
	846708	STONE FOR BACKFILL	826.89		
TOTAL FOR: STONECO OF MICHIGAN-DENNISTON			<u>1,006.17</u>		
000005778	URS CORPORATION 6144103	PROFESSIONAL SERVICES - OZONE SYSTEM MODIFICATION	10,585.82		
TOTAL FOR: URS CORPORATION			<u>10,585.82</u>		

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MONROE
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Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
0000001346	WHITAKER, DARRICK 1/26/15	MILEAGE ELECTRIC INSPECTIONS JANUARY 2015	50.03		
TOTAL FOR: WHITAKER, DARRICK			<hr/> 50.03		
TOTAL - ALL VENDORS			471,211.67		

Balance Detail Report
City Of Monroe
02/12/2015 11:43

Account: ██████████ **Checking - General - USD** **Report On: Previous Day Data**
Start Date: 01/29/2015 00:00 **Transaction Groups: ACH Debit**
End Date: 02/11/2015 23:59 **ZBA Display: Both Credit and Debit**
Sorted By: Account Number, Date, Credit/Debit
Orientation: Portrait

Bank ABA# : Fifth Third Bank (Northwestern Ohio) - ██████████

Account : ██████████ -Checking - General - USD

Date	Transaction Type	Customer Ref. #	Bank Ref. #	Credit Amount	Debit Amount
01/30/2015	ACH Debit Received		100102411099		724,370.48
	Description: CITYOFMONR 1243 TAX TRANS 3860046383 013015 OFFSET TRANSACTION				
02/03/2015	ACH Debit Received		100100941858		103.75
	Description: GLOBAL PAYMENTS BANKCARD PROCESSING GLOBAL STL 601101434472831 CITY OF MONROE 020315				
02/03/2015	ACH Debit Received		100102504311		116.91
	Description: RETURN SETTLE RETURN 4195 020315				
02/03/2015	ACH Debit Received		100108325964		383,885.00
	Description: BCBS Michigan ASC 007006055 CITY OF MONROE 020315				
02/04/2015	ACH Debit Received		100105816192		405.27
	Description: Point Pay Coll 8888916064 6566 City of Monroe 020415				
02/05/2015	ACH Debit Received		100100058163		435.84
	Description: DLX For Business BUS PROD 02033183089128 CITY OF MONROE 020515				

	Credits	Debits
Total Amount	0.00	1,109,317.25
Total Number of Items	0	6

Confidential

Balance Detail Report
City Of Monroe
02/12/2015 11:45

Account: ██████████-Checking - Payroll - **Report On: Previous Day Data**
USD
Start Date: 01/29/2015 00:00 **Transaction Groups: ACH Debit**
End Date: 02/11/2015 23:59 **ZBA Display: Both Credit and Debit**
Sorted By: Account Number, Date, Credit/Debit
Orientation: Portrait

Bank ABA# : Fifth Third Bank (Northwestern Ohio) - ██████████

Account : ██████████-Checking - Payroll - USD

Date	Transaction Type	Customer Ref. #	Bank Ref. #	Credit Amount	Debit Amount
01/29/2015	ACH Debit Received		100101408546		212.31
	Description: FUNDS TRANSFER TO CK: XXXXXX7018 REF # 00648592435				
01/29/2015	ACH Debit Received		100108856463		958.04
	Description: CITYOFMONR 9653 DUES 3860046380 012915 OFFSET TRANSACTION				
01/29/2015	ACH Debit Received		100108856462		1,988.51
	Description: CITYOFMONR 9653 CHILD SUPP 3860046380 012915 OFFSET TRANSACTION				
01/29/2015	ACH Debit Received		100108856450		2,223.04
	Description: CITYOFMONR 9653 NWRS 457 3860046380 012915 OFFSET TRANSACTION				
01/29/2015	ACH Debit Received		100108856452		4,806.24
	Description: CITYOFMONR 9653 RHS 3860046380 012915 OFFSET TRANSACTION				
01/29/2015	ACH Debit Received		100108856460		7,399.08
	Description: CITYOFMONR 9653 RHCF 3860046380 012915 OFFSET TRANSACTION				
01/29/2015	ACH Debit Received		100108856470		9,545.83
	Description: CITYOFMONR 9653 ICMA 457 3860046380 012915 OFFSET TRANSACTION				
01/29/2015	ACH Debit Received		100108856458		72,438.28
	Description: CITYOFMONR 9653 PENSION 3860046380 012915 OFFSET TRANSACTION				
01/29/2015	ACH Debit Received		100108856456		231,748.43
	Description: CITYOFMONR 9653 PAYROLL 3860046380 012915 OFFSET TRANSACTION				
01/30/2015	ACH Debit Received		100100448555		9,368.00
	Description: FIFTH THIRD HSA PRETAX BENEFIT TRANS 5TH3RD HSA 9405386004638 CITY OF MONROE 013015				
02/02/2015	ACH Debit Received		100107559957		3.63
	Description: CITYOFMONR 9653 TAX PYMT 3860046380 020215 OFFSET TRANSACTION				
02/03/2015	ACH Debit Received		100109556188		300.00
	Description: FIFTH THIRD HSA PRETAX BENEFIT TRANS 5TH3RD HSA 9405386004638 CITY OF MONROE 020315				
02/09/2015	ACH Debit Received		100109138051		80,981.83
	Description: CITYOFMONR 9653 TAX PYMT 3860046380 020915 OFFSET TRANSACTION				

	Credits	Debits
Total Amount	0.00	421,973.22
Total Number of Items	0	13

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CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM THE MONROE COUNTY CONVENTION & TOURISM BUREAU TO RESERVE DATES IN 2015 FOR UPCOMING EVENTS / FESTIVALS

DISCUSSION: The City received a request from the Monroe County Convention & Tourism Bureau for permission to hold several special events in 2015. (See attached communication for list of special events.)

The requested dates were reviewed by the administrative staff and there were no objections to the requested dates subject to the applicant filling out the proper paperwork (temporary use/special event application and/or park permit) for each event so staff can review items needed by city staff. **(The applicant did submit the proper paperwork and after all reviews are complete we will forward each event to the city council for final review/approval.)**

If a specific location/park facility is desired for any of the events (excluding the Jazz Festival), the MCCTB will need to supply more detailed information to hold a park/facility for the other proposed event(s).

The City Manager recommends that Council **approve only the dates of the events** with full approval of the events, being subject to policy, timely submission of event planning details, staff reviews, street closure action by Council and approvals of city financial and logistical support.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY: City Manager's Office

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Building, Parks & Rec., D.P.S., Public Safety, Engineering, Community Development and Manager

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

<u>SOURCE OF FUNDS:</u>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
			\$
			\$
			\$
			\$
			\$
	<u>Other Funds</u>		\$
			\$
			\$
			\$

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 1/21/15

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 2/2/15



The Honorable Robert Clark, Mayor
City Council Members
George Brown, City Manager
City of Monroe Department Heads & Staff
Sent Via Fax: 734.243.8683

January 10, 2015

Dear Honorable Mayor Clark, City Council Members & Mr. Brown,

The Monroe County Convention & Tourism Bureau would like to once again request the following dates, with permission to hold the following long standing and highly successful events in the City of Monroe, Downtown Monroe and St. Mary's Park, etc. and that **all fees be waived** for the Calendar Year 2015:

July 2 – 4, 2015 – The 18th Annual River Raisin Independence Festival & 8th Annual Freedom Walk

August 6 - 9, 2015 – The Award Winning 14th Annual River Raisin Jazz Festival

September 5, 2015 – The 9th Annual River Raisin Labor Day Bar-B-Q Festival, Community Parade & Labor Walk

October 5 - 11, 2015 – The 17th Annual Custer Week Celebration & 14th Annual Custer Run

October 24, 2015 – The Award Winning 12th Annual River Raisin Halloween Festival

Thank you for your support of the Monroe County Convention & Tourism Bureau and our line-up of successful high quality community events in our city that support art, culture, history, recreation and quality of life as well as promoting Monroe as a tourism destination, attracting thousands of visitors to the area and creating significant economic impact for our businesses! In the interest of our community I remain

Sincerely yours,

A handwritten signature in black ink, appearing to read "John Patterson".

John Patterson
President/CEO

RECEIVED

JAN 16 2015

MAYOR'S OFFICE

2015 AUTHENTIC MONROE COUNTY

Calendar of events

202ND ANNUAL RIVER RAISIN
BATTLEFIELD COMMEMORATION
JANUARY 17, 2015 RIVER RAISIN NATIONAL BATTLEFIELD PARK

10TH ANNIVERSARY MONROE COUNTY
LAKE ERIE MUSKAT RUN
FEBRUARY 7, 2015 W.M. C. STERLING STATE PARK

15TH ANNIVERSARY ANTIQUES IN APRIL
APRIL 11 & 12, 2015 MONROE COUNTY COMMUNITY COLLEGE

10TH ANNIVERSARY RIVER RAISIN JAZZ SERIES...
EVERY-OTHER-THURSDAY MAY 14 - AUGUST 6, 2015
DOWNTOWN MONROE

9TH ANNUAL JAZZ IN THE SQUARE...
JULY 10, 17, 24, 31, 2015 LOBANGER SQUARE,
DOWNTOWN MONROE

16TH ANNUAL MAYFLY MUSIC FESTIVAL
JUNE 19 & 20, 2015 WOLVERINE PARK, DOWNTOWN DUNDEE

18TH ANNUAL RIVER RAISIN INDEPENDENCE FESTIVAL
JULY 2 & 3, 2015 - MONROE, MICHIGAN
10TH ANNIVERSARY FREEDOM WALK/RUN
JULY 4, 2015 - ST. MARY'S PARK TO W.M. C. STERLING STATE PARK

68TH ANNUAL MONROE COUNTY FAIR
AUGUST 1 - 8, 2015 MONROE COUNTY FAIRGROUNDS

THE AWARD WINNING 14TH ANNUAL RIVER RAISIN JAZZ FESTIVAL
AUGUST 6 - 9, 2015 - MONROE, MICHIGAN
*14th Annual Preview Party Friday August 7, 2015 St. Mary's Park

9TH ANNUAL RIVER RAISIN LABOR DAY BBQ FESTIVAL
SEPTEMBER 5, 2015 - MONROE, MICHIGAN

40TH ANNIVERSARY ERIE ORCHARD APPLE FESTIVAL
SEPTEMBER 5 & 6, 2015 ERIE ORCHARD & CIDER MILL

68TH ANNUAL PTE. MOUILLEE WATERFOWL FESTIVAL
SEPTEMBER 19 & 20, 2015 PTE. MOUILLEE STATE GAME AREA

17TH ANNUAL CUSTER WEEK
OCTOBER 5 - 11, 2015 - MONROE, MICHIGAN

THE AWARD WINNING 12TH ANNUAL RIVER RAISIN
HALLOWEEN FESTIVAL
OCTOBER 24, 2015 - MONROE, MICHIGAN

32ND ANNUAL MATTHES EVERGREEN FARM
CHRISTMAS TREE FESTIVAL
NOVEMBER 27 - 29, 2015 MATTHES EVERGREEN FARM IDA

37TH ANNUAL CHRISTMAS TREE FESTIVAL
DECEMBER 1 - 30, 2015 MONROE COUNTY HISTORICAL MUSEUM

33RD ANNUAL CHRISTMAS IN IDA
DECEMBER 4 - 6, 2015 DOWNTOWN IDA

THE 14TH ANNUAL PIPERS' HOLIDAY SHOW
DECEMBER 12, 2015 - THE MALL OF MONROE

photo courtesy of Reflections by Carey





CITY COUNCIL AGENDA FACT SHEET

REVISED
2-11-15

RELATING TO: Capital Improvements Program Budget- Fiscal Years 2015-2021

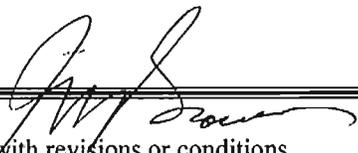
DISCUSSION: The City of Monroe Charter (§ C-121) and the Michigan Planning Enabling Act (Public Act 33 of 2008) requires the City to develop and adopt a Capital Improvements Program (CIP) budget each year. In addition to the upcoming fiscal year (FY 2015-16), the CIP plans out an additional five years (FY 2016-2021) to anticipate future funding requests and ensure proper coordination. Due to their size and complexity, capital projects may impact multiple City departments and functions, making it critical they are coordinated. The often repeated example is that you don't want to have to tear up a road to install water or sewer main after the road has just been re-paved. Some capital projects can also be very expensive and may require financing the project over multiple years, making long-term financial planning a key component. Regardless of the Charter and statutory requirements, it is just good management practice to plan ahead for large capital expenditures.

Starting in late November each year, City departments and linked agencies receive instructions for submitting requests for the upcoming CIP budget. The projects must meet two basic criteria: first, the request/project must be a minimum expenditure of \$10,000; secondly, it must have a minimum projected life expectancy of five years. CIP projects generally include major construction projects, new or replacement structures, expensive pieces of equipment, or rehabilitation of facilities. Operating and maintenance expenses, may be considered in whether or not to move ahead with a project, but are not included in the capital budget. Each department and agency is asked to put their projects in priority order, so that the review team and City Council understands the perceived needs of the submitting department. The submittals are then reviewed by a CIP budget team that includes the City Manager, Finance Director, and representatives from the Planning Department. The projects are vetted to ensure they meet the CIP criteria, they can be reasonably accomplished, and that the proposed projects can fit within available funds and expected revenues.

Over the past several years, the CIP budget team has targeted capital expenditures from the City's General Fund at around 1-mill (6%) of the total ~16.6 mills the City collects in property taxes. This is combined with multiple other funding sources that include the major and local street funds, water and sewer funds, airport fund, CDBG, DDA TIF capture, grant funds, etc. For FY 2015-16, the target amount for the City's General Fund was \$925,500.00. Combined with \$13,073,517.00 million from other funding sources, the total proposed CIP budget for FY 2015-16 is \$13,999,017.00. Additional project details can be found on the City website under the Documents tab, Presentations/CIP folder.

The CIP budget team's proposed budget is then forwarded to the City's Citizens Planning Commission (CPC) for review and recommendation to City Council in accordance with the City Charter and the Michigan Planning Enabling Act. The CPC met to consider the proposed FY 2015-2021 CIP budget on January 26, 2015; and the minutes from this meeting are attached to this fact sheet. The CPC's recommendation is summarized in the motion to adopt the CIP budget team's proposed budget, with requested postponement of action on the new central fire station project. The CPC members felt they had not had sufficient time to review the latest information related to this project, and requested that item be brought back for further consideration.

IT IS RECOMMENDED City Council adopt the proposed Capital Improvements Program Budget for Fiscal Years 2015-2021; after consideration of the Citizens Planning Commission recommendation and any comments received at the public hearing.



CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: February 17, 2015

REASON FOR DEADLINE: City Charter provisions that the Capital Improvements Program budget must be adopted before the end of February.

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY: City Planning Department

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: All City Departments, ALCC, and MMSC.

FINANCES

COST AND REVENUE PROJECTIONS:		
	Cost of Total Project	\$ 13,999,017.00
	Cost of This Project Approval	\$ TBD*
	Related Annual Operating Cost	\$ NA
	Increased Revenue Expected/Year	\$ NA

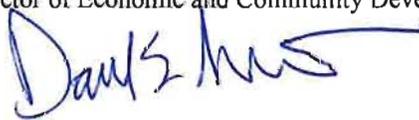
* Projects included in the Capital Improvements Program budget must still follow the City's purchasing ordinance provisions, and any expenditure over \$5,000.00 must be separately approved by City Council.

SOURCE OF FUNDS:	City	Account Number	Amount
<i>Multiple funds identified on the attached spreadsheet.</i>			
	<u>Other Funds</u>		

Budget Approval: _____

FACT SHEET PREPARED BY: Dan Swallow, Director of Economic and Community Development **DATE:** February 10, 2015

REVIEWED BY: George Brown, City Manager



DATE:

COUNCIL MEETING DATE: February 17, 2015

**CITY OF MONROE
CAPITAL IMPROVEMENTS PROGRAM
FISCAL YEAR 2015-16 BUDGET**

Department	Project	General Fund	Major Streets	Local Streets	Enterprise	Airport Fund	Add / Alternate Funding	Prior Funding	Total Project Cost	Source of Add/Alt Funding	
ALCC	Building Renovations						\$150,000	\$450,000	\$680,000	1	
	SUB-TOTAL	\$0	\$0	\$0	\$0	\$0	\$150,000	\$450,000	\$680,000		
Engineering Streets	E. Third Resurfacing- Scott to Winchester		\$433,000				\$227,000	\$40,000	\$700,000	2	
	E. Third Resurfacing - Monroe to Scott		\$20,000						\$20,000		
	Winchester Resurfacing - First to Bridge		\$20,000						\$20,000		
	Kentucky Ave Design (Partial Closure) - First to Sixth		\$50,000						\$50,000		
	Richards Drive Resurfacing				\$280,000				\$280,000		
	Linwood Ave Resurfacing - Riverview to E. Maple	\$140,000							\$140,000		
	Maple (East) Blvd Resurfacing - Mason Run to Linwood	\$200,000							\$200,000		
	Maple (East) Blvd Resurfacing - Linwood to Greenwood	\$160,000									
	SUB-TOTAL	\$340,000	\$523,000	\$280,000	\$0	\$0	\$227,000	\$40,000	\$1,410,000		
	Infrastructure	2015 Sidewalk Replacement Program	\$110,000					\$50,000		\$160,000	4
		N. Monroe Street Streetscape - Elm to Willow		\$140,500				\$229,500		\$370,000	12
		Custer Airport Taxi Lane Rehab					\$1,260	\$22,740		\$352,000	11,12
		Storm Sewer Program	\$50,000						\$105,000	\$155,000	
		DPS Facility Roof Rehab						\$150,000		\$150,000	16
Sign Inventory Development			\$25,000	\$25,000				\$50,000	\$100,000		
Alley Paving - Various Locations		\$20,000							\$20,000		
SUB-TOTAL		\$180,000	\$165,500	\$25,000	\$0	\$1,260	\$452,240	\$155,000	\$1,307,000		
IMMSC	Bounce Equipment	\$35,000							\$0		
	SUB-TOTAL	\$35,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Recreation/ Parks	Mark G. Worrell Memorial Trailway Resurfacing	\$100,000							\$100,000		
	Play Equipment Replacement- Veterans Park	\$75,000							\$75,000		
	Munson Park Parking Lot Design and Drainage Evaluation	\$50,000							\$50,000		
	Veterans Park Kayak & Canoe Launch	\$8,000					\$32,000		\$40,000	5	
	Munson Park Ball Diamond Parking Lot Resurfacing	\$100,000									
	Munson Park Rear Parking Lot Paving	\$75,000									
	Riverwalk Extension Soldiers and Sailors Park - Design	\$75,000									
	Play Equipment Replacement - Arbor & Lorain	\$75,000									
	Mill Race Kayak and Canoe Launch	\$75,000									
	Allura Park Kayak and Canoe Launch (DDA)						\$225,000			3	
SUB-TOTAL	\$233,000	\$0	\$0	\$0	\$0	\$0	\$32,000	\$0	\$265,000		

**CITY OF MONROE
CAPITAL IMPROVEMENTS PROGRAM
FISCAL YEAR 2015-16 BUDGET**

City Hall	North Side Retaining Wall	\$47,500					\$47,500		\$95,000	
	SUB-TOTAL	\$47,500	\$0	\$0	\$0	\$0	\$47,500	\$0	\$95,000	
Public Safety	Public Safety Dept Facility Design/Construction *	See Note Below					\$7,000,000	\$192,052	\$7,192,052	15
	Advanced 12-Lead Caridac Monitors	\$90,000							\$90,000	
	SUB-TOTAL	\$90,000	\$0	\$0	\$0	\$0	\$7,000,000	\$192,052	\$7,282,052	
Wastewater	Sanitary Sewer System Rehab/Replacement				\$185,000				\$185,000	
	Winchester Pump Station Rehab				\$130,000				\$130,000	
	Lavender South Pump Station Rehab				\$120,000				\$120,000	
	Dartmoor Pump Station Rehab				\$30,000				\$30,000	
	Septage Station Rehab				\$35,000				\$35,000	
	SUB-TOTAL	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000	
Water <i>Distribution Division</i>	Water Distribution Replacement/Rehab				\$935,000				\$935,000	
	Ida Elevated Water Storage Tank Improvements				\$53,000				\$53,000	
	Excavator Replacement				\$80,000				\$80,000	
	SUB-TOTAL	\$0	\$0	\$0	\$1,068,000	\$0	\$0	\$0	\$1,068,000	
<i>Filtration</i>	Water System SCADA Upgrade				\$65,000				\$65,000	
	East Remote Telemetry Radio System Replacement				\$25,000				\$25,000	
	Stand-By Power Generator Rehab/Replacement				\$75,000				\$150,000	
	South Custer Booster Station Upgrades- Phase II				\$85,000			\$644,125	\$729,125	
SUB-TOTAL	\$0	\$0	\$0	\$250,000	\$0	\$0	\$644,125	\$969,125		
<i>Water Partnership</i>	PAP Pumps #5 and #6 Valve and Actuator Replacement				\$70,000				\$70,000	
	PAP Addition of Raw Water Pump				\$66,000			\$736,100	\$802,100	
	SUB-TOTAL	\$0	\$0	\$0	\$136,000	\$0	\$0	\$736,100	\$872,100	

**CITY OF MONROE
CAPITAL IMPROVEMENTS PROGRAM
FISCAL YEAR 2015-16 BUDGET**

FUND TOTALS	General Fund	\$925,500		\$925,500
	Major Streets		\$688,500	\$688,500
	Local Streets		\$305,000	\$305,000
	Wastewater Enterprise Fund		\$500,000	\$500,000
	Water Enterprise Fund		\$1,454,000	\$1,454,000
	Add / Alternate Funding			\$7,908,740
	Prior Funding			\$2,217,277
	TOTAL PROJECT COSTS:			\$13,999,017

* Public Safety Dept Facility Design/Construction

NOT INCLUDED IN THE CITIZENS PLANNING COMMISSION'S RECOMMEDATION

Additional / Alternate Funding Source Key:	<ul style="list-style-type: none"> (1) CDBG Funds (2) Federal Aid Funds (3) DDA TIF (4) Assessments (5) Grant (6) Technology Fund/Information Systems Fund (7) Economic Development Fund (8) Parking Fund (9) Refuse Fund (10) Building Safety Fund (11) State (12) Federal (13) Monroe County (14) South County Water (15) Special Millage (16) Stores and Equipment Fund
<i>Prepared: 1/27/15</i>	

CITY OF MONROE
CAPITAL IMPROVEMENTS PROGRAM BUDGET
2016-2021 FUTURE PROJECT SUMMARY

Department	Project	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
ALCC	Building Renovations	\$150,000					
	Building Renovations		\$80,000				
	Concrete Plaza Area Repair and Renovation		\$70,000				
	SUB-TOTAL:	\$150,000	\$150,000	\$0	\$0	\$0	\$0
Engineering Streets	E. Third Resurfacing- Scott to Winchester	\$660,000					
	E. Third Resurfacing - Monroe to Scott	\$20,000	\$250,000				
	Winchester Resurfacing - First to Bridge	\$20,000	\$250,000				
	Kentucky Ave Design (Partial Closure) - First to Sixth	\$50,000					
	Richards Drive Resurfacing	\$280,000					
	Linwood Ave Resurfacing - Riverview to E. Maple	\$140,000					
	Maple (East) Blvd Resurfacing - Mason Run to Linwood	\$200,000					
	Maple (East) Blvd Resurfacing - Linwood to Greenwood		\$160,000				
	Cranbrook Blvd. Resurfacing- N. Custer to Armitage		\$250,000				
	Stockton Dr. Resurfacing		\$120,000				
	Sylvan Dr. Resurfacing		\$130,000				
	Ternes Dr. Reconstruction- Telb to Rose		\$100,000				
	Conant Ave. Resurfacing- Wood to Third		\$320,000				
	Union St. Resurfacing- Eight to Third		\$150,000				
	N. Macob St. Resurfacing- Elm to Grove		\$35,000	\$265,000			
	Riverview Ave. Spot Reconstruction- Oakwood to Cole		\$15,000	\$125,000			
	Maple (West) Blvd. Resurfacing- Linwood to Orchard			\$275,000			
	Jefferson Ct. Resurfacing- Western to Huron			\$120,000			
	Borgess Ave. Resurfacing- Elm to Vine			\$200,000			
	E. Second St. Resurfacing- Washington to Macomb			\$50,000			
	Washington St. Resurfacing- Third to First			\$100,000			
	W. Fourth St. Resurfacing- Union to Hubble			\$200,000			
	Orchard Drive Resurfacing- Macomb to Riverview			\$175,000			
	Stone St. Resurfacing- Telegraph to Front			\$330,000			
W. Front St. Resurfacing- Telegraph to First			\$45,000	\$555,000			

**CITY OF MONROE
CAPITAL IMPROVEMENTS PROGRAM BUDGET
2016-2021 FUTURE PROJECT SUMMARY**

	W. Lorain St. Reconstruction- John Rolfe to Telegraph					\$360,000		
	W. Lorain St. Resurfacing- West end to John Rolfe					\$175,000		
	Godfroy Ave. Resurfacing-					\$75,000		
	Lemerand St. Resurfacing-					\$175,000		
	E Grove St. Resurfacing- Macomb to East end					\$125,000		
	John L. Dr. Resurfacing- Full length					\$380,000		
	W. First St. Reconstruction- Harrison to Monroe					\$25,000	\$175,000	
	N. Custer Rd. Resurfacing- City limit to Bentley					\$30,000	\$370,000	
	Harrison St. Reconstruction- Eight to Fourth						\$320,000	
	Arbor Ave. Resurfacing- Linwood to Orchard						\$325,000	
	S. Roessler St. Reconstruction- Fifth to south						\$70,000	
	Cranbrook Blvd. Reconstruction- Armitage to Payson						\$250,000	
	Sackett Ave. Resurfacing- Noble to Lorain						\$110,000	
	E. Fifth St. Resurfacing- Monroe to Scott						\$130,000	
	Telb St. Reconstruction- Harbor to Temes						\$150,000	
	Jones Ave. Resurfacing- DPS Facility to LaPlaisance					\$50,000	\$550,000	
	Parkwood Ave. Resurfacing- Hollywood to Maple						\$150,000	
	Scottwood Ave Resurfacing- Hollywood to Maple						\$150,000	
	St. Mary's Ave. Reconstruction- Vine to Noble						\$85,000	
	W. Willow St. Resurfacing- Godfroy to Monroe						\$175,000	
	E. Willow St. Resurfacing- Monroe to Tremont						\$125,000	
	Palmwood Ave. Resurfacing- City line to Telegraph						\$150,000	
	Village Green Ln. Reconstruction- Noble to Lorain						\$200,000	
	W. Fifth St. Resurfacing- Smith to Monroe						\$175,000	
	S. Macomb St. Resurfacing- Fourth to First						\$100,000	
	E. Lorain St. Resurfacing/Recon.- Hollywood to Arbor						\$125,000	
	E. Seventh St. Resurfacing- Monroe to Washington						\$60,000	
	Toll St. Reconstruction- Lorain to Roessler						\$575,000	
		SUB-TOTAL:	\$1,370,000	\$1,780,000	\$1,885,000	\$1,900,000	\$1,950,000	\$2,620,000
<i>Infrastructure</i>	Sidewalk Replacement Program		\$160,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
	N. Monroe Street Streetscape - Elm to Willow		\$370,000					
	Custer Airport Taxi Lane Rehab		\$24,000	\$328,000				
	Storm Sewer Program		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
	DPS Facility Roof Rehab		\$150,000					
	Sign Inventory Development		\$50,000					
	Alley Paving - Various Locations		\$20,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
	Custer Airport Access Road Rehabilitation				\$12,000	\$168,000		
	Custer Airport Runway 3 VASI Replacement						\$70,000	\$571,000
		SUB-TOTAL:	\$824,000	\$503,000	\$187,000	\$343,000	\$245,000	\$746,000

**CITY OF MONROE
CAPITAL IMPROVEMENTS PROGRAM BUDGET
2016-2021 FUTURE PROJECT SUMMARY**

MMSC	Bounce Equipment	\$35,000						
	Rubber Flooring for Ice Arena Public Areas		\$30,000					
	Scoreboard Upgrades (New)			\$30,000				
	Compressor Room Pump Upgrades (Brine Pumps)			\$20,000				
	Rooftop HVAC Units Upgrade or Replacement				\$30,000			
	Ice Resurfacer (New)						\$100,000	
	SUB-TOTAL:	\$35,000	\$30,000	\$50,000	\$30,000	\$100,000	\$0	
Recreation/ Parks	Mark G. Worrell Memorial Trailway Resurfacing	\$100,000						
	Play Equipment Replacement- Veterans Park	\$75,000						
	Munson Park Parking Lot Design and Drainage Evaluation	\$50,000						
	Veterans Park Kayak & Canoe Launch	\$8,000						
	Munson Park Ball Diamond Parking Lot Resurfacing		\$100,000					
	Munson Park Rear Parking Lot Paving		\$75,000					
	Riverwalk Extension Soldiers and Sailors Park		\$75,000	\$750,000				
	Play Equipment Replacement- Arbor & Lorain		\$75,000					
	Mill Race Kayak and Canoe Launch		\$75,000					
	Altrusa Park Kayak and Canoe Launch (DDA)		\$225,000					
	Park Signage		\$25,000	\$25,000	\$20,000	\$25,000		
	Pre-cast Park Restrooms		\$55,000	\$55,000	\$55,000	\$220,000		
	Soilders & Sailors Park Tennis Court Resurfacing				\$100,000			
	Play Equipment Replacement				\$80,000	\$150,000	\$75,000	
	Cappuccilli Park Fishing Pier				\$250,000			
	Soilders & Sailors Park Fishign Pier				\$250,000			
	Lavendar Park Renovations and Repurposing					\$50,000		
	Riverwalk Extension- WWTP to Winchester					\$75,000	\$750,000	
	Christiandy Park Development, Playscape					\$250,000		
	Munson Park Fence Replacement						\$25,000	
	SUB-TOTAL:	\$233,000	\$705,000	\$830,000	\$755,000	\$770,000	\$850,000	
City Hall	North Side Retaining Wall	\$47,500						
	3rd Floor Archives Room		\$100,000					
	Restroom Rehabilitation (1st Floor)			\$100,000				
	SUB-TOTAL:	\$47,500	\$100,000	\$100,000	\$0	\$0	\$0	
Public Safety	Public Safety Dept Facility Design/Construction	\$7,000,000						
	Advanced 12-Lead Caridac Monitors	\$90,000						
	SUB-TOTAL:	\$7,090,000	\$0	\$0	\$0	\$0	\$0	\$0

**CITY OF MONROE
CAPITAL IMPROVEMENTS PROGRAM BUDGET
2016-2021 FUTURE PROJECT SUMMARY**

Wastewater	Sanitary Sewer System Rehab/Replacement	\$185,000	\$220,000	\$135,000	\$265,000	\$275,000
	Winchester Pump Station Rehab	\$130,000				
	Lavender South Pump Station Rehab	\$120,000				
	Dartmoor Pump Station Rehab	\$30,000				
	Seplage Station Rehab	\$35,000				
	Ravenwood Pump Station Rehabilitation		\$130,000			
	Collection System Camera & Truck Replacement		\$225,000			
	Primary Tanks #3 & #4 Drive Replacement		\$60,000			
	Chlorine and Primary Building Roof Replacement		\$70,000			
	Lift Station Truck Replacement			\$100,000		
	Stony Pointe #4 Pump Station Rehabilitation			\$200,000		
	Collection System Vactor Replacement			\$475,000		
	Stony Pointe #1 Pump Station Rehabilitation			\$150,000		
	Collection System Pole Barn Improvements				\$30,000	
	Transformer Replacement (T-3)				\$40,000	
	Final Effluent PH Adjustment System				\$15,000	
	Stony Pointe #2 and Keegan Pump Station Rehabilitation				\$275,000	
	Settled Waste Wet Well Room Repairs					\$150,000
	Mixed Liquor and Splitter Box Valve Replacement					\$200,000
	South Tunnel Drain Line					\$75,000
	SUB-TOTAL:	\$500,000	\$705,000	\$300,000	\$760,000	\$626,000
					\$700,000	

**CITY OF MONROE
CAPITAL IMPROVEMENTS PROGRAM BUDGET
2016-2021 FUTURE PROJECT SUMMARY**

		Fiscal Year	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Water	Water Distribution Replacement/Rehab	\$935,000		\$1,172,920	\$1,363,000	\$1,004,680	\$1,167,560	\$1,131,200
	<i>Distribution Division</i>							
	Ida Elevated Water Storage Tank Improvements	\$53,000						
	Excavator Replacement	\$80,000						
	Dump Truck Replacement				\$83,000			
	Excavator Replacement/Trailer					\$105,000		
	SUB-TOTAL:	\$1,068,000	\$1,172,920	\$1,363,000	\$1,087,680	\$1,272,560	\$1,131,200	
<i>Filtration</i>	Water System SCADA Upgrade	\$65,000						
	East Remote Telemetry Radio System Replacement	\$25,000						
	Stand-By Power Generator Rehab/Replacement	\$75,000	\$75,000					
	South Custer Booster Station Upgrades- Phase II	\$85,000	\$150,000	\$25,000	\$50,000	\$125,000	\$125,000	
	East Reservoir Crack Repair		\$25,000					
	West Reservoir Crack Repair			\$25,000				
	Clarification and Filtration Study			\$100,000				
	Raw Water Line Evaluation			\$50,000		\$50,000		
	H.S. Pump/Motor/Drive/Discharge Pipe Replacement					\$150,000	\$125,000	\$125,000
	SUB-TOTAL:	\$250,000	\$250,000	\$200,000	\$250,000	\$250,000	\$250,000	\$250,000
<i>Water Partnership</i>	PAP Pumps #5 and #6 Valve and Actuator Replacement	\$70,000						
	PAP Addition of Raw Water Pump	\$66,000	\$136,000					
	P.A.P. Motor and Variable Frequency Drive Upgrades			\$136,000	\$136,000	\$136,000	\$136,000	\$136,000
	SUB-TOTAL:	\$136,000	\$136,000	\$136,000	\$136,000	\$136,000	\$136,000	\$136,000
TOTAL:		\$11,703,500	\$5,531,920	\$5,051,000	\$5,261,680	\$5,348,560	\$6,433,200	

minutes

Citizens Planning Commission

Special Meeting

Monday, January 26, 2015

7:30 p.m.

Third Floor Conference Room – Monroe City Hall

1. **Roll Call**

Present: Chairman Miller; Vice Chairman Smith; Secretary Caldwell;
Commissioners: Hall, Lamour, LaRoy, Roberts, and Swartz

Excused: Commissioner Robinson

Staff: Jeffrey Green, AICP, City Planner; Dan Swallow, AICP, Director of Economic
& Community Development Division

Public: Councilperson Rafko

2. **Pledge of Allegiance**

3. **Consent Agenda**

Motion by Commissioner Hall to approve the Consent Agenda for Monday,
January 26, 2015, as presented. Second by Commissioner Lamour.

Motion passed unanimously (8-0)

(Robinson excused)

4. **Project Review**

1. **Project:** 2015/2016 Capital Improvements Program Budget

CIP Budget Introduction & Staff Report

Mr. Swallow introduced the 2015-2016 Capital Budget and the 2015-2021 Capital
Improvements Program providing a brief overview of projects and funding sources.

Public Comment

Chairman Miller asked if there was anyone wishing to address the Commission regarding the 2015-2021 Capital Improvements Program Budget. There being no one wishing to comment, he opened discussion to Commission members.

Discussion

A number of the proposed projects were touched upon, as well as discussion regarding the future of the Multi-Sport Complex and the status of the Masonic Lodge/Library project and its inclusion in the capital budget.

Commission members, staff, and public also discussed the proposed the Public Safety Department Facility (fire station) at some length. The general consensus reached by commissioners was that there was not sufficient information provided to make a decision on the facility at this time.

Commission Action

With there being no further comments or questions, Commissioner Hall made the motion to "Recommend to City Council approval of the 2015-2021 Capital Improvements Program Budget, as presented, except for the Public Safety Department Facility project expenditure of \$7,000,000. Second by Commissioner Lamour.

The motion was approved 7-1.

(Commissioner Roberts left the meeting following this vote)

5. **Staff Comments**

None

6. **Public Comment**

Councilperson Rafko addressed the Commission indicating that the fire station will probably pass City Council, but she felt the public would need more time to fully understand the project.

7. **Commission Comments**

Chairman Miller queried the commission about conducting the annual election for Chairman, Vice Chairman, and Secretary this evening. Chairman Miller asked staff for their opinions. Both Mr. Swallow and Mr. Green recommended waiting until the February regular meeting. Chairman Miller asked that "Elections" be placed on the February agenda.

Commissioner Hall thought the evening's meeting provided good dialogue on the proposed projects and the Commission's recommendation.

Commissioner Lamour indicated that he felt the Commission needed more information on the fire station, the bounce equipment (for the Multi-Sport Complex), etc., in order to determine whether they make sense.

Chairman Miller concluded remarks by thanking commissioners for coming to both the Council work session and this special meeting.

8. **Adjournment**

Commissioner Hall made the motion "To adjourn." Seconded by Commissioner Smith.

Motion passed unanimously.

jlq: 1.27.2015



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM THE MONROE COUNTY CONVENTION AND TOURISM BUREAU FOR PERMISSION TO DISPLAY THREE OVERHEAD BANNERS ANNOUNCING THE ANNUAL RIVER RAISIN JAZZ FESTIVAL ON AUGUST 6 – 9, 2015

DISCUSSION: The City received a request from the Monroe County Convention & Tourism Bureau for permission to display three banners across East Front Street, West First Street and Monroe Street from July 27 – August 10, 2015, announcing the 14th Annual River Raisin Jazz Festival on August 6 – 9, 2015

The request has been sent to the various departments for their review. The Engineering Department has indicated that the date and locations are available and has no objections. After Council approval, advance notification will be sent to MDOT.

The City Manager recommends that Council approve the request.

CITY MANAGER RECOMMENDATION:

- For
 For with revisions or conditions
 Against
 No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

<u>SOURCE OF FUNDS:</u>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
			\$
			\$
			\$
			\$
	<u>Other Funds</u>		\$
			\$
			\$
			\$

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office **DATE:** 2/9/15

REVIEWED BY: **DATE:**

COUNCIL MEETING DATE: 2/17/15



CITY OF MONROE, MICHIGAN BANNER APPLICATION

Name of Applicant John P. Keller
 Name of Organization Monroe Tourism Bureau
 Applicant's Affiliation with Organization President/CEO
 Applicant's Home Address 103 W. Front St.
 Mailing Address (if different) _____
 Day Phone 734-457-1030 Evening Phone SAME

Type of Banner **Overhead Banner (\$150)**

Overhead Banner Locations: (List as 1 for first choice, 2 for second...)

E. Front St. Dates Requested July 27 - Aug 10, 2015
 W. First St. * The 14th Annual River Raisin Jazz Festival *
 Monroe St.

Type of Banner **Vertical Pole Banner (\$25/banner)**

Vertical Pole Banner Locations: (List the total number of banners to be displayed and choice of placement location.) Dates Requested _____

No. of Banners: _____ Monroe St. (42) Spring (March-May)
 _____ Elm Ave. (8) Summer (June-Aug.)
 _____ First St. (8) Fall (Sept.-Nov.)
 _____ Macomb St. (8) Winter (Dec.-Feb.)

Company Fabricating Banners: _____

Please provide a sketch complete with banner specifications and message to be displayed for City Council Review. Applications will be accepted up to eleven (11) months in advance and no later than four (4) weeks prior to proposed installation date.

On behalf of the organization listed above, I, as applicant, hereby acknowledge receipt of the Banner Policy of the City of Monroe.

Applicant covenants and agrees to hold harmless from, indemnify and defend the City, its agents, officers and employees against all suits, demands, claims, judgments, liens, cost of repair or replacement of any damaged poles or electrical equipment, costs, attorney fees and expenses which may arise out of, result from or be caused by Applicant's banner installation.

Applicant covenants and agrees to strictly comply with all terms and conditions of the Banner Policy, and further understands and agrees that the City Council, in its sole and absolute discretion, may approve, deny or set conditions or limitations on any banner(s) which may be approved, or may at any time alter, amend, modify, rescind or revoke any approval, all without recourse or remedy by the Applicant, or liability of the City.

RECEIVED
JAN 16 2015

Applicant [Signature]

Date 1.10.15

MAYOR'S OFFICE

RIVER RAISON JAZZ FESTIVAL



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM THE MONROE COUNTY TOURISM BUREAU FOR PERMISSION TO DISPLAY THREE OVERHEAD BANNERS ANNOUNCING THE ANNUAL RIVER RAISIN LABOR DAY BARBEQUE FESTIVAL ON SEPTEMBER 5, 2015

DISCUSSION: The City received a request from the Monroe County Convention & Tourism Bureau for permission to display three banners across East Front Street, West First Street and Monroe Street from August 24 – September 7, 2015, announcing the Labor Day Barbeque Festival on September 5, 2015.

The request has been sent to the various departments for their review. The Engineering Department has indicated that the date and locations are available and has no objections. After Council approval, advance notification will be sent to MDOT.

The City Manager recommends that Council approve the request.

CITY MANAGER RECOMMENDATION:

- For
 For, with revisions or conditions
 Against
 No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

<u>SOURCE OF FUNDS:</u>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
			\$
			\$
			\$
			\$
			\$
	<u>Other Funds</u>		\$
			\$
			\$
			\$

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 2/9/15

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 2/17/15



CITY OF MONROE, MICHIGAN BANNER APPLICATION

Name of Applicant John Palt
 Name of Organization Monroe Tourism Bureau
 Applicant's Affiliation with Organization President/CEO
 Applicant's Home Address 103 W. Front St
 Mailing Address (if different) SAME
 Day Phone 734 487-1020 Evening Phone SAME

Type of Banner **Overhead Banner (\$150)**

Overhead Banner Locations: (List as 1 for first choice, 2 for second...)

E. Front St. Dates Requested August 24 - Sept. 7, 2015
 W. First St. RIVER RAIN Labor Day BBQ Festival
 Monroe St. & LABOR DAY PARADE

Type of Banner **Vertical Pole Banner (\$25/banner)**

Vertical Pole Banner Locations: (List the total number of banners to be displayed and choice of placement location.) Dates Requested _____

No. of Banners: _____ Monroe St. (42) Spring (March-May)
 _____ Elm Ave. (8) Summer (June-Aug.)
 _____ First St. (8) Fall (Sept.-Nov.)
 _____ Macomb St. (8) Winter (Dec.-Feb.)

Company Fabricating Banners: _____

Please provide a sketch complete with banner specifications and message to be displayed for City Council Review. Applications will be accepted up to eleven (11) months in advance and no later than four (4) weeks prior to proposed installation date.

On behalf of the organization listed above, I, as applicant, hereby acknowledge receipt of the Banner Policy of the City of Monroe.

Applicant covenants and agrees to hold harmless from, indemnify and defend the City, its agents, officers and employees against all suits, demands, claims, judgments, liens, cost of repair or replacement of any damaged poles or electrical equipment, costs, attorney fees and expenses which may arise out of, result from or be caused by Applicant's banner installation.

Applicant covenants and agrees to strictly comply with all terms and conditions of the Banner Policy, and further understands and agrees that the City Council, in its sole and absolute discretion, may approve, deny or set any conditions or limitations on any banner(s) which may be approved, or may at any time alter, amend, modify, rescind or revoke any approval, all without recourse or remedy by the Applicant, or liability of the City.

RECEIVED
JAN 16 2015

Applicant

Date 1.10.15 **MAYOR'S OFFICE**

RIVER RAISIN LARDER DAY B.B.Q



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM THE MONROE COUNTY CONVENTION AND TOURISM BUREAU FOR PERMISSION TO DISPLAY THREE OVERHEAD BANNERS ANNOUNCING THE 16TH ANNUAL CUSTER WEEK ON OCTOBER 5 - 11, 2015

DISCUSSION: The City received a request from the Monroe County Convention & Tourism Bureau for permission to display three banners across East Front Street, West First Street and Monroe Street from September 28 – October 12, 2015, announcing Custer Week on October 5 – 11, 2015.

Also attached is a copy of the special event application for the Custer Week observance. Specifically the request is to hold activities during the week in remembrance of Custer. **No action is needed** by the council for these events, as there are no activities planned requiring city services and the Custer Run will be held within Sterling State Park.

The request has been sent to the various departments for their review. The Engineering Department has indicated that the date and locations are available and has no objections. After Council approval, advance notification will be sent to MDOT.

The City Manager recommends that Council approve the request.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

<u>SOURCE OF FUNDS:</u>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
			\$
			\$
			\$
			\$
			\$
	<u>Other Funds</u>		\$
			\$
			\$
			\$

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 2/9/15

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 2/17/15



CITY OF MONROE, MICHIGAN BANNER APPLICATION

Name of Applicant John Patterson
 Name of Organization Monroe Township Board
 Applicant's Affiliation with Organization Resident/CEO
 Applicant's Home Address 103 Central St
 Mailing Address (if different) _____
 Day Phone 734-457-1030 Evening Phone Same

Type of Banner **Overhead Banner (\$150)**

Overhead Banner Locations: (List as 1 for first choice, 2 for second...)

E. Front St. Dates Requested Sept. 28 - Oct. 12
 W. First St. * CLUSTER WEEK *
 Monroe St.

Type of Banner **Vertical Pole Banner (\$25/banner)**

Vertical Pole Banner Locations: (List the total number of banners to be displayed and choice of placement location.) Dates Requested _____

No. of Banners: _____ Monroe St. (42) Spring (March-May)
 _____ Elm Ave. (8) Summer (June-Aug.)
 _____ First St. (8) Fall (Sept.-Nov.)
 _____ Macomb St. (8) Winter (Dec.-Feb.)

Company Fabricating Banners: _____

Please provide a sketch complete with banner specifications and message to be displayed for City Council Review. Applications will be accepted up to eleven (11) months in advance and no later than four (4) weeks prior to proposed installation date.

On behalf of the organization listed above, I, as applicant, hereby acknowledge receipt of the Banner Policy of the City of Monroe.

Applicant covenants and agrees to hold harmless from, indemnify and defend the City, its agents, officers and employees against all suits, demands, claims, judgments, liens, cost of repair or replacement of any damaged poles or electrical equipment, costs, attorney fees and expenses which may arise out of, result from or be caused by Applicant's banner installation.

Applicant covenants and agrees to strictly comply with all terms and conditions of the Banner Policy and further understands and agrees that the City Council, in its sole and absolute discretion, may approve, deny or set any conditions or limitations on any banner(s) which may be approved, or may at any time alter, amend, modify, rescind or revoke any approval, all without recourse or remedy by the Applicant, or liability of the City.

RECEIVED
JAN 16 2015

Applicant John Patterson

Date 1.10.15

MAYOR'S OFFICE

Photo

CUSTER WEEK



Patricia Weaver <patricia.weaver@monroemi.gov>

RE: Special Events - Custer Week & Halloween festival

1 message

John Patterson <john@monroeinfo.com>
To: Patricia Weaver <patricia.weaver@monroemi.gov>

Tue, Feb 10, 2015 at 12:36 PM

Pat,

For those events, we don't close streets or use any city services except the street banners. I get permission for the pavilion from the county..which has already been approved...for both. There isn't anything else. I just put the paperwork in because of the banner requests. I hope this helps?

** Custer Run to be held @ Sterling State Park*

All the best,

A handwritten signature in black ink, appearing to read "John Patterson".

John Patterson

President/CEO

Monroe County Convention & Tourism Bureau

Producer

The Award Winning River Raisin Jazz Festival

734.457.1030 p

734.457.1097 f

www.monroeinfo.com

From: Patricia Weaver [mailto:patricia.weaver@monroemi.gov]

Sent: Tuesday, February 10, 2015 12:32 PM

To: John Patterson

Subject: Special Events - Custer Week & Halloween festival

**CITY OF MONROE
TEMPORARY USES, SALES, BUILDINGS;
SEASONAL OR SPECIAL EVENTS
APPLICATION**

Name of Applicant (Organization): Monroe Business Bureau

Contact Person: John Patterson

Address: 103 W. Front St

Phone: 734.457.1030 **Fax:** 734.457.1097

Dates Requested: Sept 28 - Oct. 12

Location Requested: City Park Private Property Public Property

PROJECT LOCATION (Address): Down Town Monroe

PROPERTY OWNER INFORMATION

Name: John Patterson

Address: 103 W. Front St

Phone: 734.457.1030 **Fax:** 734.457.1097

EVENT DESCRIPTION:

Week of Remembrance of Gen. George A. Custard & his family.

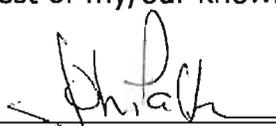
TYPE OF BUSINESS ON SITE: History Event

Application Fee **\$ 150.00**

\$20.00 wk **\$**

Total Fee **\$**

SIGNATURES (I/we hereby apply for a temporary use/special event permit in accordance with Section 12.69.25 of the City of Monroe Zoning Ordinance. The information, plans and materials submitted herewith in support of this application are, to the best of my/our knowledge, true and correct):

OWNER: 

DATE: 1.10.18

APPLICANT: 

DATE: 1.10.18



The Honorable Robert Clark, Mayor
City Council Members
George Brown, City Manager
City of Monroe Department Heads & Staff
Sent Via Fax: 734.243.8683

January 10, 2015

Dear Honorable Mayor Clark, City Council Members & Mr. Brown,

The Monroe County Convention & Tourism Bureau would like to once again request the following dates, with permission to hold the following long standing and highly successful events in the City of Monroe, Downtown Monroe and St. Mary's Park, etc. and that *all fees be waived* for the Calendar Year 2015:

July 2 – 4, 2015 – The 18th Annual River Raisin Independence Festival & 8th Annual Freedom Walk

August 6 - 9, 2015 – The Award Winning 14th Annual River Raisin Jazz Festival

September 5, 2015 – The 9th Annual River Raisin Labor Day Bar-B-Q Festival, Community Parade & Labor Walk

October 5 - 11, 2015 – The 17th Annual Custer Week Celebration & 14th Annual Custer Run

October 24, 2015 – The Award Winning 12th Annual River Raisin Halloween Festival

Thank you for your support of the Monroe County Convention & Tourism Bureau and our line-up of successful high quality community events in our city that support art, culture, history, recreation and quality of life as well as promoting Monroe as a tourism destination, attracting thousands of visitors to the area and creating significant economic impact for our businesses! In the interest of our community I remain

Sincerely yours,

A handwritten signature in black ink, appearing to read "John Patterson".

John Patterson
President/CEO

RECEIVED

JAN 16 2015

MAYOR'S OFFICE



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM THE MONROE COUNTY CONVENTION AND TOURISM BUREAU FOR PERMISSION TO DISPLAY THREE OVERHEAD BANNERS ANNOUNCING THE 12TH ANNUAL RIVER RAISIN HALLOWEEN FESTIVAL ON OCTOBER 24, 2015

DISCUSSION: The City received a request from the Monroe County Convention & Tourism Bureau for permission to display three banners across East Front Street, West First Street and Monroe Street from October 12 - 26, 2015, announcing the River Raisin Halloween Festival on October 24, 2015.

Also attached is a copy of a special event application for the Halloween Festival. Specifically the request is to hold a family friendly event including trick-or-treating for the children from 12 noon til 2:00 p.m. at participating businesses, music provided in Loranger Square, with events at the library. **No action is needed** by the council for this event, as there are no street closures or need of city services. The event is held on County property and approval has already been granted by the County.

The request has been sent to the various departments for their review. The Engineering Department has indicated that the date and locations are available and has no objections. After Council approval, advance notification will be sent to MDOT.

The City Manager recommends that Council approve the request.

CITY MANAGER RECOMMENDATION:

- For
 For, with revisions or conditions
 Against
 No Action Taken/Recommended
- 

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

<u>SOURCE OF FUNDS:</u>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
			\$
			\$
			\$
			\$
	<u>Other Funds</u>		\$
			\$
			\$
			\$

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office **DATE:** 2/9/15

REVIEWED BY: **DATE:**

COUNCIL MEETING DATE: 2/17/15



CITY OF MONROE, MICHIGAN BANNER APPLICATION

Name of Applicant John Patton
 Name of Organization Monroe Tourism Bureau
 Applicant's Affiliation with Organization President/CEO
 Applicant's Home Address 103 W Front St
 Mailing Address (if different) SAME
 Day Phone 734-457-1050 Evening Phone 734-457-1057

Type of Banner **Overhead Banner (\$150)**
 Overhead Banner Locations: (List as 1 for first choice, 2 for second...)
 E. Front St. Dates Requested OCT. 12 - 26, 2015
 W. First St. * River Rain Halloween Festival *
 Monroe St.

Type of Banner **Vertical Pole Banner (\$25/banner)**
 Vertical Pole Banner Locations: (List the total number of banners to be displayed and choice of placement location.) Dates Requested _____
 No. of Banners: _____ Monroe St. (42) Spring (March-May)
 _____ Elm Ave. (8) Summer (June-Aug.)
 _____ First St. (8) Fall (Sept.-Nov.)
 _____ Macomb St. (8) Winter (Dec.-Feb.)
 Company Fabricating Banners: _____

Please provide a sketch complete with banner specifications and message to be displayed for City Council Review. Applications will be accepted up to eleven (11) months in advance and no later than four (4) weeks prior to proposed installation date.

On behalf of the organization listed above, I, as applicant, hereby acknowledge receipt of the Banner Policy of the City of Monroe.
 Applicant covenants and agrees to hold harmless from, indemnify and defend the City, its agents, officers and employees against all suits, demands, claims, judgments, liens, cost of repair or replacement of any damaged poles or electrical equipment, costs, attorney fees and expenses which may arise out of, result from or be caused by Applicant's banner installation.
 Applicant covenants and agrees to strictly comply with all terms and conditions of the Banner Policy, and further understands and agrees that the City Council, in its sole and absolute discretion, may approve, deny or set any conditions or limitations on any banner(s) which may be approved, or may at any time alter, amend, modify, rescind or revoke any approval, all without recourse or remedy by the Applicant, or liability of the City.

Applicant [Signature]

Date 1.10.15

RECEIVED
 JAN 16 2015
 MAYOR'S OFFICE

RIVER RAISIN AND WEETS INC



Patricia Weaver <patricia.weaver@monroemi.gov>

RE: Special Events - Custer Week & Halloween festival

1 message

John Patterson <john@monroeinfo.com>
To: Patricia Weaver <patricia.weaver@monroemi.gov>

Tue, Feb 10, 2015 at 12:36 PM

Pat,

For those events, we don't close streets or use any city services except the street banners. I get permission for the pavilion from the county..which has already been approved...for both. There isn't anything else. I just put the paperwork in because of the banner requests. I hope this helps?

** Custer Run to be held @ Sterling State Park*

All the best,

A handwritten signature in black ink, appearing to read "John Patterson".

John Patterson

President/CEO

Monroe County Convention & Tourism Bureau

Producer

The Award Winning River Raisin Jazz Festival

734.457.1030 p

734.457.1097 f

www.monroeinfo.com

From: Patricia Weaver [mailto:patricia.weaver@monroemi.gov]

Sent: Tuesday, February 10, 2015 12:32 PM

To: John Patterson

Subject: Special Events - Custer Week & Halloween festival

**CITY OF MONROE
TEMPORARY USES, SALES, BUILDINGS;
SEASONAL OR SPECIAL EVENTS
APPLICATION**

Name of Applicant (Organization): Monroe Tourism Bureau

Contact Person: John Pattera

Address: 103 w. Front St

Phone: 734.457.1030 **Fax:** 734.457.1057

Dates Requested: October 24, 2015

Location Requested: City Park Private Property Public Property

PROJECT LOCATION (Address): Loranger Square

PROPERTY OWNER INFORMATION

Name: John Pattera

Address: 103 w Front St

Phone: 734.457.1030 **Fax:** 734.457.1057

EVENT DESCRIPTION:

Annual Halloween Festival Truck-or-treat
Music, etc.

TYPE OF BUSINESS ON SITE: _____

Application Fee	\$ 150.00
\$20.00 wk	\$
Total Fee	\$

SIGNATURES (I/we hereby apply for a temporary use/special event permit in accordance with Section 12.69.25 of the City of Monroe Zoning Ordinance. The information, plans and materials submitted herewith in support of this application are, to the best of my/our knowledge, true and correct):

OWNER: John Pattera

DATE: 1.10.15

APPLICANT: [Signature]

DATE: 1.10.15
RECEIVED
JAN 16 2015

MAYOR'S OFFICE



The Honorable Robert Clark, Mayor
City Council Members
George Brown, City Manager
City of Monroe Department Heads & Staff
Sent Via Fax: 734.243.8683

January 10, 2015

Dear Honorable Mayor Clark, City Council Members & Mr. Brown,

The Monroe County Convention & Tourism Bureau would like to once again request the following dates, with permission to hold the following long standing and highly successful events in the City of Monroe, Downtown Monroe and St. Mary's Park, etc. and that *all fees be waived* for the Calendar Year 2015:

July 2 – 4, 2015 – The 18th Annual River Raisin Independence Festival & 8th Annual Freedom Walk

August 6 - 9, 2015 – The Award Winning 14th Annual River Raisin Jazz Festival

September 5, 2015 – The 9th Annual River Raisin Labor Day Bar-B-Q Festival, Community Parade & Labor Walk

October 5 - 11, 2015 – The 17th Annual Custer Week Celebration & 14th Annual Custer Run

October 24, 2015 – The Award Winning 12th Annual River Raisin Halloween Festival

Thank you for your support of the Monroe County Convention & Tourism Bureau and our line-up of successful high quality community events in our city that support art, culture, history, recreation and quality of life as well as promoting Monroe as a tourism destination, attracting thousands of visitors to the area and creating significant economic impact for our businesses! In the interest of our community I remain

Sincerely yours,

A handwritten signature in black ink, appearing to read "John Patterson".

John Patterson
President/CEO

RECEIVED

JAN 16 2015

MAYOR'S OFFICE



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM THE MONROE COUNTY CONVENTION AND TOURISM BUREAU TO HOLD THE 14TH ANNUAL RIVER RAISIN JAZZ FESTIVAL ON AUGUST 6 – 9, 2015

DISCUSSION: The City received a request from the Monroe County Convention & Tourism Bureau for permission to hold the annual River Raisin Jazz Festival. Specifically the request is to use St. Mary's Park on August 6 – 9, 2015 for the 14th Annual River Raisin Jazz Festival and to close Elm Avenue from Borgess Avenue to North Monroe Street.

Attached please find a list of requests/services from the MCCTB for this year's Jazz Festival along with their request for the City to be one of the co-sponsors of the event. Specifically the request is to close Elm Avenue from Borgess Avenue to North Monroe Street, VIP parking spots in St. Mary's parking lot, police security in Park from Friday – Sunday, clean-up of city park, install fencing around VIP viewing area, install flags and banners, signage to parking, provide bleachers, and garbage cans, etc. and any other touch up or clean up as necessary to make the park area presentable.

The request was reviewed by the administrative staff and there were no objections to the request subject to final inspection required on the day of set up and periodically during the event for the safety of all involved by City Staff and the Fire Chief, emergency vehicle access being maintained, provide certificate of insurance naming city as additional insured for the duration of the event; \$5.0 million minimum liability coverage, and that another meeting is held prior to the event with city staff and the Tourism Bureau to finalize details.

The Police Department recommends the following to improve the 2015 event: 1. Continue last year's practice of removing the basketball rims from the ball court and placing picnic tables on the court. 2. Place the speed trailer on Godfrey Avenue to deter speeders. 3. Continue the practice of extra handicap spaces along the north side of St. Mary's Parking Lot. 4. Assign the VIP and band members some type of passes that can be displayed in their parked vehicles and marked reserved area with signs that indicate "VIP Parking Only." We also recommend that Mr. Patterson continue to handle the overnight security detail privately, as he has done for the past four years. The Police Department will coordinate with DPS, as well as the event organizers to assure that all safety aspects are covered. The estimated cost to staff the 2015 event is \$4,638.88 (four officers (one plainclothes) and one supervisor each day) (see attached analysis).

The Department of Public Services has no objections to event nor requested service level. Request is similar to past years, and DPS staff will require significant overtime, including continuous staffing of the event for additional trash collection, as well as advance preparation for electrical setup, barricading, bleacher delivery, etc. DPS estimate of extra labor costs to staff the event is expected to be in the \$8,000 range.

The Fire Department has no objections with the request subject to receiving information and approving how tents are secured.

This event is identified in the City's Special Event Fee Waiver Policy and the City Manager is given authority to make a final decision on fees and/or cost sharing. The City's participation in this event includes an array of in-kind support services. An example of just some of the in-kind expenditures or services the City of Monroe makes includes but is not limited to: wage overtime expenses for police officers, Department of Public Services personnel, and Recreation Department personnel; banners, signs and sign placement throughout area, site preparation and cleanup, staff event planning, logistics, and support time. With furnishing of these support services, the City's total in-kind contribution is over \$17,000 of additional operating expenses.

The MCCTB, using resources it generates from other co-sponsors, is responsible for providing portable toilets, additional trash containers, performer payments, after-event clean-up, and other expenses necessary to conduct the event.

Therefore, it is recommended, that City Council approve the request contingent upon passage of the 2015 budget and inclusion of the funding for the event, items being met as outlined by the administration, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION:

For

Against

REASON AGAINST:

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Fire, Police, DPS, Recreation, and Manager

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$17,361.70
Cost of This Project Approval	\$17,361.70
Related Annual Operating Cost	\$N/A
Increased Revenue Expected/Year	\$N/A

SOURCE OF FUNDS:

City

Account Number

Amount

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: -2/10/15

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 2/17/14

**CITY OF MONROE
TEMPORARY USES, SALES, BUILDINGS;
SEASONAL OR SPECIAL EVENTS
APPLICATION**

Name of Applicant (Organization): Monroe Tourism Bureau

Contact Person: John Patterson

Address: 103 W. Front St.

Phone: 734.457.1030 **Fax:** 734.457.1097

Dates Requested: August 6-9, 2015

Location Requested: City Park Private Property Public Property

PROJECT LOCATION (Address): ST. MARY'S PARK

PROPERTY OWNER INFORMATION

Name: John Patterson

Address: 103 W. Front St.

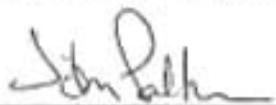
Phone: SAME **Fax:** SAME

EVENT DESCRIPTION:
14th Annual River Basin Jazz Festival
Music in St. Mary's Park

TYPE OF BUSINESS ON SITE: MUSIC FESTIVAL

Application Fee	\$ 150.00
\$20.00 wk	\$
Total Fee	\$

SIGNATURES (I/we hereby apply for a temporary use/special event permit in accordance with Section 12.69.25 of the City of Monroe Zoning Ordinance. The information, plans and materials submitted herewith in support of this application are, to the best of my/our knowledge, true and correct):

OWNER: 

DATE: 1.10.15

APPLICANT: 

DATE: 1.10.15 RECEIVED
JAN 16 2015

MAYOR'S OFFICE

Blades

Blades

open to ST. MARY'S PARKING LOT EXIT ONLY

10 ft x 10 ft
Sound Reinforcement
Tent

opening in
Fence

Fence for VIP Seating

20 ft

Fire Extinguisher

Fire Extinguisher

VIP SEATING

100 ft

Fire Extinguisher

Bus
Pick-up
Drop-off
St. Mary's Parking Lot

10 ft x 20 ft
Sound Reinforcement
Tent

Bandstand

10 ft x 20 ft
Atrium Holding
Tent

Monroe County Convention & Tourism Bureau
14th Anniversary River Raisin Jazz Festival
VIP Tent & Sound Equipment Tents “Plan”
For St. Mary’s Park Downtown Monroe

VIP Tent will be set up as has been done for the previous 13 years. It is used exclusively for sponsors and their guests, artists and production staff members and their families. It provides shelter from sun, sprinkles and a pleasant area for entertaining guests, staff, customers, artists, etc. in appreciation for their financial contributions in funding the FREE festival that is a great source of economic impact, promotes and is a point of pride for our entire community. With over 50,000 people attending per year, it is Monroe’s single largest event each year.

Tent will house ONLY cold water, pop, refreshments, cold prepared food and delivered food items from the SMCC Food Court.

La-Z-Boy will furnish the tent with chairs, tables, etc. There will be lawn style folding chairs for guests, lighting provided by the tent company and decorations consisting of flowers, banners, etc.

There will be NO cooking in the tent.

The tent will have ONE (1) side covered facing St. Mary’s Parking Lot.

There will be a drift fence around the tent, with an opening at the North End available for emergency use and a continuous opening at the South End for VIP guests. A Security person will be there to manage guests.

*The framed tent will run 100 ft. North, along the East Fence of St. Mary’s Park from the North side of the existing park shelter to approx. 20 feet short of the sidewalk at W. Elm Ave.

A 20’ x 20’ tent will be erected at the West side of the Bandshell to protect sound equipment. A 20’ x 10’ tent will be erected on the East side for shelter for artists. A 10’ x 10’ tent will be erected in the middle of the park approx. 60 feet in front of the Bandshell to shelter and protect front of house instrumentation and sound reinforcement staff.

*See drawing and photo attached.

River Raisin Jazz Festival Written Description **John Patterson's Phone is 457.1030**

First, this is the 14th Annual River Raisin Jazz Festival. We have enjoyed, thanks to our partners and supporters...and the thousands of fans who have blessed us with their attendance at our quaint little park on the river, tremendous success.

I am thoughtful again this year of how to make this event the most beneficial to our business community and community at large. I believe that putting on our best game face is essential. This will give all a sense of pride & encourage them doing the same.

THIS IS MONROE MICHIGAN'S LARGEST AND MOST SUCCESSFUL EVENT BRINGING TREMENDOUS NOTARITY AND ECONOMIC IMPACT.

I have outlined here, the things we have enjoyed and appreciated in support from the City of Monroe over the past (13) thirteen years.

- Close Elm Ave. from Borgess Ave. to N. Monroe St. and allow one way traffic OUT of St. Mary's Parking lot onto Elm Ave. only.
- VIP Parking in spots along the River Bank in St. Mary's Parking lot. Cones with VIP Parking only.
- Electricity for the Bandshell/Stage and VIP area. I have the pig tail to be connected to power at the Martin Luther King Bridge.
- General park clean-up and spruce-up, trim trees and shrubs, pull weeds in traffic areas, etc. Further river bank clean up if possible (for the sixth year, I have personally cleaned the river bank and sprayed with Round Up. This significantly reduced the necessary clean up Pre-festival) I also cleaned the entry to the City at the West side of town (W.First & W. Front entry)
- Fence in the entire VIP area...with cedar drift fence and posts that I purchased and DPS stores for us...I have flag roping that can be used as well.
- Flowers for on and around stage and populated areas (*will be donated by Fourstar Greenhouse again this year as sponsorship for the festival*)
- **Downtown clean up. Sidewalks, curb and street sweeping and weed removal.**
- Flags and STREET banners up ASAP. . so folks can see the fanfare AND EXCITEMENT for the week. I will provide a map of flag locations. Primarily, Monroe Street and Macomb Street Bridges...and E. Front St.
- Directional signage to parking, to the park from I-75 along Elm Ave. etc.
- Bleachers on Elm Ave. in the wings so that the view from the school is not blocked.
- Additional garbage cans in the park...and Downtown this year for second stage.
- DMBN has purchased sandwich boards to assist in promoting their businesses and let people know where they are...as well as inform about the FREE shuttle, etc.
- The LET system is providing a shuttle from St. Mary's Park to Downtown. Picking up at the base of the footbridge and dropping at E. Front and Washington.
- Any other touch-up, clean-up, spruce-up...to put our best face on. This is our *Super Bowl*...and it comes once per year!
- Make sure we are as beautiful as possible for this weekend. We have the last night of our Jazz Series on Thursday August 6th, our annual preview party on Friday August 7 and the festival the 8th and 9th...Four Days In a Row of Live Music and lots of visitors in our Music City. Let's make it the best year ever.

Memorandum

To: Thomas C. Moore III, Chief of Police
From: Lt. Gregory N. Morgel
CC: Patricia Weaver, Executive Secretary to the Mayor/Manager City of Monroe, file
Date: January 22, 2015
Re: **Staff Study – 2015 “River Raisin Jazz Festival”**

The Monroe County Convention & Tourism Bureau has petitioned the City of Monroe to use St. Mary's Park and the connected parking lot on, August 6,7,8 & 9 (Thursday, Friday, Saturday & Sunday) 2015, for the fourteenth annual “River Raisin Jazz Festival.”

As usual, I will coordinate with DPS to make certain that they place the necessary barricades to close West Elm Avenue between North Monroe Street & Godfroy Avenue and erect temporary handicap spaces in St. Mary's Parking Lot. Last year, I requested that they remove the rims from the basketball hoops, to help reduce the number of teens gathering after dark playing ball on the semi-secluded courts. There have been numerous minor skirmishes in that area in previous years. DPS not only removed the hoops but also placed picnic tables on the court and made it a designated grill area. This worked well and I recommend the same for this year's festival, as well as the below listed suggestions.

Suggestions to improve the 2015 event:

1. Continue this year's practice of removing the basketball rims from the ball court and placing picnic tables on the court.
2. Continue the placement of the speed trailer on Godfroy Avenue, as there were numerous reports of speeders in the area in prior years. None were received last year or in 2013.
3. Continue the practice of extra handicap spaces along the north side of St. Mary's Parking Lot.
4. Assign the VIP and band members some type of passes that can be displayed in their parked vehicles and mark the reserved area with signs that indicate “VIP Parking Only.”

There were approximately a total of 18,000 plus combined visitors to St. Mary's Park last year over the course of the festival.

Despite the large crowds there have been relatively few incidents requiring police intervention. This is no doubt due in part to the officers assigned to the event. Assigned officers have provided vehicular & pedestrian traffic control, responded to rescue calls, handled minor incidents, enforced park ordinances, provided a valuable public relations benefit and prevented an untold number of other incidents. The crowd, although generally

very well behaved, is confined to a relatively small area, and the potential for a rapidly escalating large disturbance should not be ruled out.

I recommend the same number of officers for the 2015 event as from the previous year; four officers (one plainclothes) and one supervisor each day, with staggered coverage to coincide with peak crowd hours (see recommended staffing listed below). The below listed staffing is the minimum that I would recommend. The estimated cost for such is listed below.

This amount does not include overnight security. For the past six years, the police department has not handled this detail because Mr. Patterson advised he would arrange to have it internally. I have noticed that again this year, Mr. Patterson has requested overnight security on not only Saturday night, but on Friday and Sunday nights, as well. I would recommend that Mr. Patterson continue to handle the overnight security detail privately. The costs to the police department would be more than \$551.87 per night (eight hour shift) if staffed by a "Cpl/PSO." The total of overnight security for three nights would total \$1,655.60 (and would increase the costs to the Monroe Police Department to \$6,294.48).

Supervisor for each day, 12:00 pm - 10:00 pm	= \$1,603.63
One officer for each day, 12:00 pm - 10:00 pm	= 1,379.66
Two additional officers, each night, 4:00 pm-10:00 pm	= 1,655.60
Total estimated cost	<u>\$4,638.88</u>

Note: The above rate includes .65 cents shift premium. It is calculated at top "Cpl/PSO" rate for the officers assigned and Lieutenant's pay for the supervisor. This figure includes fringe benefits. The actual rates may be slightly different due to the unknown rank of officers who will volunteer for the detail. The total cost to the Monroe Police Department for the 2014 "River Raisin Jazz Fest was **\$4,038.98**, because all of the officers that volunteered for the detail had two years or less of seniority, so they were toward the bottom of the pay scale.

As always, I am available for any questions, comments, or concerns you may have.